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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Friday, January 28, 2011, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Chris Buck (Department of Public Works—Vice Chair), Jocelyn Cohen, Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Terry Milne, Bonnie Ora Sherk, Dan Sider (San Francisco Planning Department), and Kelaine Vargas; (1 Vacancy); Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); San Francisco Recreation and Park Department (Vacant); Stanley Muraoka, San Francisco Redevelopment Agency; Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the December 10, 2010 Urban Forestry Council Regular Meeting.** (Explanatory Document: December 10, 2010 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Review and make Recommendations for Annual Updates to the Recommended Street Tree List for 2011.** (Explanatory Document: 2010 Recommended Street Tree List) (Discussion and Possible Action)
5. **Urban Forestry Council Goals for 2011.** The Council shall discuss identifying three high-priority achievable goals for 2011. (Explanatory Documents: Urban Forestry Council Strategic Planning Retreat Outcomes and Next Steps, San Francisco Urban Forestry Council Bylaws, with an emphasis on Article I, Section 4: Purpose and Responsibilities and Article 8, Section 5: The Planning and Funding Committee.) Sponsor: Member Costello (Discussion and Possible Action)
6. **Approval of Draft Resolution File No. 2011-01-UFC commending Jocelyn Cohen for her service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File No. 2011-01-UFC) (Discussion and Action)
7. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES

FRIDAY, JANUARY 28, 2011, 8:30 A.M.
CITY HALL, ROOM 408, ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:40 a.m. Present: Council Chair D'Agostino, Council Members Cohen (8:43), Hillan, Hillson, Milne, Sherk (8:48), Sider and Vargas. Advisory Members Present: Members Barrow and Muraoka. Excused: Council Vice-President Buck and Council Member Costello.

2. **Adoption of Minutes of the December 10, 2010 Urban Forestry Council Regular Meeting.** (Explanatory Document: December 10, 2010 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Chair D'Agostino, second by Member Hillan the December 10, 2010 meeting minutes were approved with corrections. (AYES: Chair D'Agostino, Council Members Cohen, Hillan, Hillson, Milne, Sider and Vargas; Absent: Council Members Buck, Costello and Sherk)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

4. **Review and make Recommendations for Annual Updates to the Recommended Street Tree List for 2011.** (Explanatory Document: 2010 Recommended Street Tree List) (Discussion and Possible Action) Council Coordinator Hui reported that the Planning and Funding Committee has proposed creating a working group to review the current Recommended Street Tree List that would include representation by Friends of the Urban Forest. Council members were asked to report on their interest in joining the group and provide their written comments to Council Chair D'Agostino and Council Coordinator Hui. The working group is scheduled to meet the week of February 7th in order to provide updates for discussion at the next Planning and Funding Committee meeting on February 17.

Items 6 – 11 were heard before Item 5.

5. **Urban Forestry Council Goals for 2011.** The Council discussed identifying three high-priority achievable goals for 2011. (Explanatory Documents: Urban Forestry Council Strategic Planning Retreat Outcomes

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and Next Steps, San Francisco Urban Forestry Council Bylaws, with an emphasis on Article I, Section 4: Purpose and Responsibilities and Article 8, Section 5: The Planning and Funding Committee.) Sponsor: Member Costello (Discussion and Possible Action)

Council Members discussed their ideas for 2011 goals that include:

- Educate and outreach to the public on sound and sustainable pruning practices and the importance and value of planting and maintaining trees. Recognize sound and unsound pruning practices by developing criteria and process for nominating a favorite and worst tree of the month, identify ways to report and issue violations, and leverage other City agency efforts to further this goal. Develop an information guide-sheet for the Police Department on how to handle violations. Identify strategies for Council member outreach and education campaigns.
- Increasing engagement in other public plantings in addition to Arbor Day.
- Work with City agencies to change the default size of the spaces that trees are planted in.
- Increase Council visibility by targeting City agencies and the Mayor's Office.
- Preserve trees during construction.
- Amend the Landmark Tree Ordinance to include groups and groves of trees.
- Attend meetings prepared in response to documents sent out in advance.
- As part of an education component, identify obstacles to street tree planting and prepare recommendations to overcome obstacles. Work on public perception against street trees.
- Include the cost and benefits of trees in the Urban Forest Plan. Quantify the cost on a per household basis so it can be programmed and funded. The Council should work with the Planning Department so it is clear to the public what the benefits of street trees are relative to cost.
- Work with schools and students to engage in the planting and maintenance of trees as part of their curriculum.

Council Member Sider motioned, second by Member Hillan, to add it as one of the three goals for 2011: to enhance outreach to the public with respect to proper and improper pruning practices and adopt guiding principles to do so as proposed by Member Muraoka (1) creating criteria and process for nominating a best and worst tree of the month; (2) developing the information guide sheet for the Police Department on how to handle tree violations. Member Muraoka proposed that the second goal should be to work on landmarking groups and groves of trees. (AYES: Chair D'Agostino, Council Members Cohen, Hillan, Hillson, Milne, Sherk, Sider and Vargas; Absent: Council Members Buck and Costello)

6. **Approval of Draft Resolution File No. 2011-01-UFC commending Jocelyn Cohen for her service to the Urban Forestry Council.** (Explanatory Document: Draft and Final Resolution File No. 2011-01-UFC) (Discussion and Action)

Council Member Milne read Draft Resolution File No. 2011-01-UFC commending Council Member Jocelyn Cohen for her service to the City and County's Urban Forestry Council and improving San Francisco's urban forest into the record. Upon Motion by Council Chair D'Agostino, second by Council Member Sider, Draft Resolution File No. 2011-01-UFC was approved with an amendment to add Member Cohen's seat representation to the Resolution. (AYES: Chair D'Agostino, Council Members Cohen, Hillan, Hillson, Milne, Sherk, Sider and Vargas; Absent: Council Members Buck and Costello)

7. **Staff Report.** Council Coordinator Hui provided updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities that include: (Informational Report and Discussion)

- Fundraising: A street tree planting proposal was submitted to EcoMedia. A grant proposal is in the final round with CalFire for a citywide fruit tree and gleaning program in partnership with the Recreation and Park Department, Department of Public Works and Department of Public Health. The Planning Department's grant proposal is also in the final round to prepare an inventory of street trees

as part of the Urban Forest Master Plan process. Council Member Sider asked Council Coordinator Hui to confirm with Planning Department staff that EcoMedia's advertising practices are in compliance with Propositions G and I advertising bans on public and private properties.

- Arbor Day is scheduled for March 12 in District 1. Council Members were asked to start discussions about their interest in Arbor Day
- Council Members were asked to provide their comments on the Treasure Island Development Authority Draft Sustainability Plan and schedule a discussion when it becomes a public process.
- Council appointments are tentatively scheduled to be heard at the Board of Supervisors Rule Committee in February.
- The San Francisco Foundation is funding staff time and the Local Carbon Fund is funding materials for planting trees at Quesada Gardens. There will be a planting of 25 trees at the Botanical Children's Garden on February 3, 2011 from 11:00 a.m. – 4:00 p.m. Council Members were invited to join in the volunteer effort.

8. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. The next meeting is scheduled for Thursday, February 17, 2011, 4:15 p.m. at City Hall, Room 421.

Council Chair D'Agostino reported that the Planning and Funding Committee at their January 20 meeting discussed (1) the Recommended Street Tree List; (2) watershed management, which was discussed and continued to the February 17 meeting; and (3) Urban Forestry Council goals for 2011. Council Coordinator Hui reported that relative to watershed management, the Planning and Funding Committee discussed planning for greening projects, climate change, and how to prepare for large storm events. Requests will be made to (1) the Department of Public Works to present on their Gray to Green program at either the February or March full Council meeting, and (2) the Department of the Environment's Climate Action Coordinator, to present on greening planning for climate change.

Council Member Sherk discussed her interest in the Council holding future discussions about watersheds and opportunities for developing the urban forest as it relates to a riparian or drought tolerant environment and day-lighting creeks. Council Member Muraoka suggested that the Public Utilities Commission present on their watershed project to the Council.

Landmark Tree Ad Hoc Committee Report. The next meeting is scheduled for Tuesday, February 8, 2011, 4:00 p.m. at City Hall, Room 421. Landmark Tree Ad Hoc Committee Chair Hillan reported that there are no trees before the Committee to be considered for landmark status at this time. The Committee met on January 11 to work on proposed amendments made by Member Cohen with input by Member Hillson to the Landmark Tree Ordinance to adopt language to make it possible to landmark groups and groves of trees. Member Vargas will be working on identifying criteria for landmark groves and groups of trees that will be discussed at the February 8 Landmark Tree Ad Hoc Committee meeting.

Council Chair D'Agostino suggested that the Planning and Funding Committee discuss how to best do work in Committee with current resources and on the legislative process. She suggested creating a flowchart of procedures. A request was made for the Deputy City Attorney to provide the Council with a refresher course on the legislative process at the Planning and Funding Committee and/or the full Council meeting. Chair D'Agostino asked that the previous Council meeting minutes on Deputy City Attorney Owen's presentation on the legislative process be included as an explanatory document.

9. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Council Chair D'Agostino reported that she had met with Council Member Sider and Council Member Emeritus Rodgers to discuss the Tree Disclosure Statement process and next steps. She asked that the Council consider

as one of their goals how to enhance communication with new and existing Council members in order to ensure members feel valued and welcome.

10. **Urban Forestry Council Member Announcements.** (Information and Discussion) Council Member Sherk reported on recent plantings at St. Mary's and Holly Parks of almost 200 California native trees as part of the Bernal Heights Living Library Nature walk. Over 600 trees were planted over several years on City agency properties and streets. This is the beginning of what is possible in calling attention to watersheds, in particular the Islais Creek watershed, which links as many as 11 communities in San Francisco.

    Council Chair D'Agostino reported that this agenda item is a placeholder for Council Members to announce their participation in conferences. She discussed her contribution to the California Tree Failure Report, the International Tree Failure Database, and a database she is creating for Redwood City. She announced the publication of Council Member Costello's book, *Oak in the Urban Landscape*.

11. **New Business/Future Agenda Items.** (Information and Discussion) Council Chair D'Agostino stated that a request would be made to the Deputy City Attorney to schedule a presentation on the legislative process. Council Coordinator Hui reported that the Department of the Environment is going through a website redesign process and asked Council members for their feedback. She asked Council Members to submit ideas for establishing criteria for the best and worst tree of the month campaign and the information guide-sheet for the Police Department on how to handle tree violations before the February 17, 2011 Planning and Funding Committee so that these topics can be forwarded to the full Council for discussion at their February 22, 2011 meeting.

12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

13. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:17 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 22, 2011, at 6:00 p.m. in Room 416, City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m. upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or on agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forest-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

FRIDAY, JANUARY 28, 2011, 8:30 A.M.
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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: March 25, 2011

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

SAN FRANCISCO
URBAN FORESTRY COUNCIL

CANCELLED MEETING NOTICE
TUESDAY, FEBRUARY 22, 2011, 6:30 P.M.

ROOM 416, CITY HALL
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

SF
UID
#1
2/22/11
cancelled

The Urban Forestry Council's Regular Meeting of Tuesday, February 22, 2011 at 6:30 p.m. has been **CANCELLED.** The next regular meeting is scheduled for **Friday, March 25, 2011 at 8:30 a.m.** and will be held **at City Hall, Room 400,** One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council.

Posted: February 18, 2011

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

NOTICE OF PROPOSED AMENDMENT TO THE BYLAWS OF THE SAN FRANCISCO URBAN FORESTRY COUNCIL TO BE ACTED UPON AT THE REGULAR MEETING OF MARCH 25, 2011 at 8:30 A.M. CITY HALL, ROOM 400

This notice is issued pursuant to Article XI – Amendment of Bylaws of the San Francisco Urban Forestry Council requiring circulation of proposed amendments in writing to all Council Members and noticed to the public at least ten (10) days prior to such meeting. The Urban Forestry Council will discuss and vote on amending "Article IV-Officers, Section 3A: Nomination and Election of Officers" to change the election of officers from April to May of each year as follows:

Section 3: Nomination and Election of Officers

A. Elections for officers shall be conducted at the meeting of the Council in ~~April~~ May of each year. At the Council meeting held in March of each year, any Council member interested in running for office shall state publicly his or her interest and willingness to run for a specific office. Such Council members, and any other Council members nominated at the March meeting, shall be candidates for office.

This is to certify that the above notice was issued and posted on March 7, 2011.

Monica Fish, Urban Forestry Council Secretary

03-07-11P01:41 RCVD

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Regular Meeting Notice and Agenda
Friday, March 25, 2011, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Chris Buck (Department of Public Works—Vice Chair), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka, San Francisco Redevelopment Agency; San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the January 28, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 28, 2011 Draft Minutes) (Discussion and Action)
3. **Introduction of New Urban Forestry Council Members.** (Discussion)
4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
5. **Approval of Draft Resolution File No. 2011-02-UFC amending the Urban Forestry Council Bylaws to change Annual Officer Elections from the April to May meetings.** Sponsor and Speaker: Chair D'Agostino (Explanatory Documents: Notice of Proposed Bylaws Amendment and Draft Resolution File No. 2011-02-UFC) (Discussion and Action)
6. **Urban Forestry Council Chair and Vice-Chair Nominations.** (Discussion)
7. **Review of Draft 2011 San Francisco Recommended Street Tree List and Approval of Draft Resolution File No. 2011-03-UFC Adopting the List.** (Explanatory Document: Resolution File No. 2011-03-UFC and Draft 2011 San Francisco Recommended Street Tree List) (Discussion and Action)
8. **Tree of the Month Campaign**. The Council will review and consider adopting the Program Plan for the Tree of the Month Campaign. (Draft Program Plan) (Discussion and Action)
9. **Annual Pruning Workshop.** The Council will discuss this year's pruning workshop and make suggestions for improvement. (Discussion)

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10. **Approval of Draft Resolution File No. 2011-04-UFC commending Bonnie Ora Sherk for her service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File No. 2011-04-UFC) (Discussion and Action)
11. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
12. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the February 17 and March 17 meetings. The next meeting is scheduled for Thursday, April 21, 2011, 4:15 p.m. at City Hall, Room 421.
    Landmark Tree Ad Hoc Committee Report. Chair's Report on the February 8 and March 8, 2011 meetings.
13. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
14. **Urban Forestry Council Member Announcements**. (Information and Discussion)
15. **New Business/Future Agenda Items.** (Information and Discussion).
16. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
17. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, May 27, 2011, at 8:30 a.m. in Room 400, City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: March 18, 2011

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MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
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FRIDAY, MARCH 25, 2011, 8:30 A.M.
CITY HALL, ROOM 400, ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:35 a.m. Present: Council Chair D'Agostino, Vice Chair Buck, Council Members Costello (8:40), Flanagan, Hillson, Sider and Sullivan. Advisory Members Present: Members Barrow and Muraoka. Voting Members Absent: Members Hillan and Vargas; Excused: Member Sherwin.

2. **Adoption of Minutes of the January 28, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 28, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Vice-Chair Buck, second by Chair D'Agostino, the January 28, 2011 Urban Forestry Council Minutes were approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, Vargas).

Agenda Item 4 was heard before Item 3.

3. **Introduction of New Urban Forestry Council Members.** (Discussion). Council Coordinator Hui, Council Secretary Fish, Council Members and new Council Members Flanagan and Sullivan introduced themselves.

4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Ms. Jade, environmental student at San Francisco State University inquired:
   - Are any trees at San Francisco State University (SFSU) designated with landmark tree status? Coordinator Hui replied that there are no designated landmark trees at San Francisco State. Vice-Chair Buck suggested contacting Mr. Phil Evans, SFSU Maintenance and Landscape Groundskeeper, who is active in the arboriculture industry.
   - Is there a specific area in San Francisco that needs trees more than others? Coordinator Hui reported that the most recent reports are not recent enough to answer the question quantitatively. The Street Tree Analysis performed over five years ago found that there were districts that had a lower

tree percentage canopy cover than other districts, but a lot of work has been done in those districts so it is unclear at this point. She stated that she would email Ms. Jade the Street Tree Analysis.

- What are the best adaptive or heartiest trees for San Francisco? Chair D'Agostino referred Ms. Jade to the Recommended Street Tree List. Coordinator Hui stated that the different microclimates and the very specific planting locations vary so greatly, that there are no trees that work for every location in San Francisco. You have to pick the right tree for the right spot.
- How are the decisions to plant trees in San Francisco made? Vice-Chair Buck stated that there is a street tree permit application process through Department of Public Works or Friends of the Urban Forest. There are no rules for private property owners who want to plant a tree. He referred to Article 16 of the Public Works Code and San Francisco's Urban Forestry Ordinance for additional information. Department of Public Works will be allowing the public to submit a planting application online in the near future. There is a Recommended Street Tree Species List that will be discussed in this meeting, and trees are reviewed by Department of Public Works and Friends of the Urban Forest. Due to the microclimate, every planting site can be different.
- What are tangible San Francisco urban tree contributions, e.g., less speeding, less crime, overall contentment to neighborhoods? Chair D'Agostino reported that the number one benefit is an increase in property value, and the second is the capture of stormwater.

Ms. Jade stated that she would be looking for a summer internship in the Urban Forestry program.

5. **Approval of Draft Resolution File No. 2011-02-UFC amending the Urban Forestry Council Bylaws to change Annual Officer Elections from the April to May meetings.** Sponsor and Speaker: Chair D'Agostino (Explanatory Documents: Notice of Proposed Bylaws Amendment and Draft Resolution File No. 2011-02-UFC) (Discussion and Action)

   Ms. Fish reported that the Notice of Proposed Bylaws Amendment was published in accordance with Council Bylaws requirements. Chair D'Agostino reported that the Bylaws call for officer elections in April, and the Council at their December 2010 meeting eliminated the requirement for an April meeting. Upon Motion by Chair D'Agostino, second by Member Sider, Resolution File 2011-02-UFC amending the Bylaws to change annual officer elections from the April to May meetings was approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, Vargas). (Explanatory Documents: Resolution 002-11-UFC and Bylaws as Amended on March 25, 2011).

6. **Urban Forestry Council Chair and Vice-Chair Nominations.** (Discussion) Member Costello nominated Member D'Agostino for Chair and Member Buck for Vice-Chair. Member Buck did not accept the nomination. Member Costello nominated Member Vargas for Vice-Chair. Member Hillson expressed her interest in the position of Vice Chair. Chair D'Agostino nominated Member Hillson for Vice Chair. A discussion was held about nominating a senior member for office. Chair D'Agostino discussed the possibility of nominating Member Hillan based on his availability. A discussion was held about Chair and Vice-Chair responsibilities.

7. **Review of Draft 2011 San Francisco Recommended Street Tree List and Approval of Draft Resolution File No. 2011-03-UFC Adopting the List.** (Explanatory Documents: Resolution File No. 2011-03-UFC, Draft 2011 San Francisco Recommended Street Tree List, and Friends of the Urban Forest Tree Planting Data) (Discussion and Action)

   Council Coordinator Hui reported on changes to the formatting and heading for the 2011 list. Chair D'Agostino reported that a working group would potentially be formed in the fall to discuss recommendations for revisions to the 2012 list. A discussion was held on trees not recommended for planting, Ficus microcarpa, due to damage that the tree causes to sidewalks (see explanatory document) and Acacia melanoxylon. It was suggested that common names be added to the 2012 list.

Upon Motion by Member Sider, second by Member Costello, Resolution File No. 2011-03-UFC adopting the 2011 San Francisco Recommended Street Tree Species List was approved with typographical edits. (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, and Vargas.) (Explanatory Document: Resolution 003-11-UFC)

8. **Tree of the Month Campaign**. The Council will review and consider adopting the Program Plan for the Tree of the Month Campaign. (Draft Program Plan) (Discussion and Action)

   Coordinator Hui presented a Tree of the Month program plan based on what is feasible with current Department staffing for outreach. She stated that this plan could meet the Council's program goals for an educational campaign to improve tree pruning in the city using positive messaging. The plan would be for Council Members to take one month each to find a tree in each district that is pruned well and supplying Ms. Hui with images of the tree, five to ten sentences about the tree, and location. All trees should be in public locations so they can serve as examples to the public. If the campaign is successful, it could be incorporated into a gallery in the Department's website redesign process.

   This agenda item was referred to the Landmark Tree Committee's April 12 meeting to discuss process and how to promote the campaign to a wide audience. Council Members were asked to send Ms. Hui their ideas for the campaign before the Landmark Tree Committee meeting.

9. **Annual Pruning Workshop.** The Council will discuss this year's pruning workshop and make suggestions for improvement. (Discussion)

   Council Coordinator Hui reported that one of the Council's annual tasks has been to hold a pruning workshop for City employees on the City's adopted Pruning Standards in order to improve the pruning that municipal arborists and gardeners are doing for trees in San Francisco. The workshop is typically held in June of each year. Council Members determined that Article 16 of the Public Works Code and Environment Code Chapter 12 establishing the Urban Forestry Council does not mandate that the Council host the workshop. Ms. Fish reported that hosting this work shop was part of the Council's Work Plan priorities. Coordinator Hui reported that this is one of the activities listed on the work-order that is submitted to agencies that provide funding to the Council, and that she would check whether the workshop is required.

   This agenda item was referred to the Planning and Funding Committee to discuss whether the Council should be providing the workshop and how it can be restructured in the future to possibly include partnerships with other City agencies with tree care responsibilities such as Recreation and Park Department, Department of Public Works, and Friends of the Urban Forest. Coordinator Hui would issue a report back to the Council at their May meeting on the requirement for the Council to host the workshop. A copy of the Urban Forestry Council budget would be distributed to Council Members.

10. **Approval of Draft Resolution File No. 2011-04-UFC commending Bonnie Ora Sherk for her service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File No. 2011-04-UFC) (Discussion and Action)

    Ms. Fish read the Resolution commending Council Emeritus Bonnie Ora Sherk for her service to the Urban Forestry Council. Council Emeritus Sherk welcomed new Council Members and discussed the importance of serving on the Council and the opportunity that it provides for planting and maintaining trees, as well as educating the public on the importance of trees. She stated that more attention should be paid to whole watersheds and the opportunities they afford for expanding and maintaining the urban forest. Ms. Sherk stated that she was happy to have served on this important body which deserves more attention, and that it is up to the Council to make that happen. She offered to consult with Council Members in the future.

Upon Motion by Chair D'Agostino, second by Member Sider, Resolution 2011-04-UFC commending Bonnie Ora Sherk for her service to the Urban Forestry Council was approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, and Vargas). (Explanatory Document: Resolution 004-11-UFC.)

11. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

Council Coordinator Hui provided updates that include:

- Forty-four trees were planted on Arbor Day earlier this month. Mr. Charlie Starbuck, a long-time, Friends of the Urban Forest volunteer was honored as this year's tree honoree.
- The Recreation and Open Space Element will be moving forward again.
- The Department of the Environment grant to CalFire for an education, fruit tree, and gleaning program is pending.
- Twenty-three fruit trees were planted in Golden Gate Park in February as part of the kickoff planting for the gleaning program. Funding for that program was received from the San Francisco Foundation. There is continued funding for trees from the San Francisco Local Carbon Fund.
- There is an upcoming urban greening grant opportunity from Proposition 84 funds. The letter of intent to apply is on April 9th and is due by the end of April.
- Two new applications for landmark trees have been received.
- Council Coordinator Hui will be out of the office from May 10 - May 17th.

A discussion was held on establishing a process for meeting the requirements of Environment Code Section 1203(a)(2), that the Council make recommendations to relevant agencies on major publicly sponsored developments and civic improvements and changes to the public right of way as these projects may impact trees. Council Members Muraoka and Sider offered to track Redevelopment Agency and Planning Department projects that may have urban forestry consequences.

12. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report. The next meeting is scheduled for Thursday, April 21, 2011, 4:15 p.m. at City Hall, Room 421. Planning and Funding Committee Chair Buck reported that the March 17 meeting included a discussion on the Recommended Street Tree Species List. The 2012 list would be scheduled for a Planning and Funding Committee meeting in October and potentially at a working group before then. The other agenda item was outreach to the Police Department on how to respond to improper pruning and un-permitted removal of public trees. He distributed an explanatory document on Department of Public Works recommendations on reporting emergency tree issues to the City. This agenda topic would be scheduled for discussion at a future Planning and Funding Committee meeting. Chair Buck asked to continue his membership as a Planning and Funding Committee member, but stated that he would be unable to act as Chair.

Landmark Tree Ad Hoc Committee Report. Chair's Report on the February 8 and March 8, 2011 meetings. Coordinator Hui reported that the Landmark Tree Committee has been discussing proposed amendments to the Landmark Tree Ordinance to incorporate groves and possibly adding additional items. A discussion will be held with Department of Public Works and their legal team on proposed language to Article 16. This agenda item is scheduled for discussion at the April 12, 2011 Landmark Tree Committee meeting.

Items 13 and 14 were heard together.

13. Chair's Announcements: Chair, Urban Forestry Council (Information and Discussion)

Chair D'Agostino reported that Agenda Item 14 is for Council Members to report on recent industry meetings that they have attended. She reported on her attendance at the Municipal Forestry Institute and discussions that were held on community urban forestry issues. She suggested that the Council consider holding another annual retreat and review their Bylaws, Work Plan, Article 16, Section 803, and Environment Code Section 1203 to establish priorities from today's discussion and create an updated Work Plan. She provided information to the Council on the Britton Fund. She announced an upcoming Western Chapter International Society of Arboriculture workshop on bugs. Member Costello would be talking about his book *Oaks in the Urban Landscape* at the next meeting of the Bay Area Landscapers Supervisors Forum.

14. Urban Forestry Council Member Announcements. (Information and Discussion)

Member Costello reported that he is member of the California Urban Forestry Advisory Council whose mission is to advise CalFire about urban forestry matters. He asked Council members to advise him of issues that the statewide Council should hear and would also inform the Council of relevant statewide decisions.

15. New Business/Future Agenda Items. (Information and Discussion)

Chair D'Agostino suggested a discussion on holding an annual retreat and a review of the Bylaws, Public Works Code Section 803 and Environment Code Section 1203 to develop an updated Work Plan. Member Sider stated that it is important to discuss development projects sponsored by the city and private developers for the Council to provide direction or input into. Chair D'Agostino advised that there would be two Planning and Funding Committee meetings before the next Council meeting.

16. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. Unidentified Speaker stated that she has applied to the Urban Forestry Council's open seat.

17. Adjournment. The Urban Forestry Council meeting adjourned at 11:18 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, May 27, 2011, at 8:30 a.m. in Room 400, City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

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FRIDAY, MARCH 25, 2011, 8:30 A.M.
CITY HALL, ROOM 400, ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

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2. **Adoption of Minutes of the January 28, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 28, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Vice-Chair Buck, second by Chair D'Agostino, the January 28, 2011 Urban Forestry Council Minutes were approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, Vargas).

Agenda Item 4 was heard before Item 3.

3. **Introduction of New Urban Forestry Council Members.** (Discussion). Council Coordinator Hui, Council Secretary Fish, Council Members and new Council Members Flanagan and Sullivan introduced themselves.

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   Ms. Jade, environmental student at San Francisco State University inquired:
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tree percentage canopy cover than other districts, but a lot of work has been done in those districts so it is unclear at this point. She stated that she would email Ms. Jade the Street Tree Analysis.

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- What are tangible San Francisco urban tree contributions, e.g., less speeding, less crime, overall contentment to neighborhoods? Chair D'Agostino reported that the number one benefit is an increase in property value, and the second is the capture of stormwater.

Ms. Jade stated that she would be looking for a summer internship in the Urban Forestry program.

5. **Approval of Draft Resolution File No. 2011-02-UFC amending the Urban Forestry Council Bylaws to change Annual Officer Elections from the April to May meetings.** Sponsor and Speaker: Chair D'Agostino (Explanatory Documents: Notice of Proposed Bylaws Amendment and Draft Resolution File No. 2011-02-UFC) (Discussion and Action)

   Ms. Fish reported that the Notice of Proposed Bylaws Amendment was published in accordance with Council Bylaws requirements. Chair D'Agostino reported that the Bylaws call for officer elections in April, and the Council at their December 2010 meeting eliminated the requirement for an April meeting. Upon Motion by Chair D'Agostino, second by Member Sider, Resolution File 2011-02-UFC amending the Bylaws to change annual officer elections from the April to May meetings was approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, Vargas). (Explanatory Documents: Resolution 002-11-UFC and Bylaws as Amended on March 25, 2011).

6. **Urban Forestry Council Chair and Vice-Chair Nominations.** (Discussion) Member Costello nominated Member D'Agostino for Chair and Member Buck for Vice-Chair. Member Buck did not accept the nomination. Member Costello nominated Member Vargas for Vice-Chair. Member Hillson expressed her interest in the position of Vice Chair. Chair D'Agostino nominated Member Hillson for Vice Chair. A discussion was held about nominating a senior member for office. Chair D'Agostino discussed the possibility of nominating Member Hillan based on his availability. A discussion was held about Chair and Vice-Chair responsibilities.

7. **Review of Draft 2011 San Francisco Recommended Street Tree List and Approval of Draft Resolution File No. 2011-03-UFC Adopting the List.** (Explanatory Documents: Resolution File No. 2011-03-UFC, Draft 2011 San Francisco Recommended Street Tree List, and Friends of the Urban Forest Tree Planting Data) (Discussion and Action)

   Council Coordinator Hui reported on changes to the formatting and heading for the 2011 list. Chair D'Agostino reported that a working group would potentially be formed in the fall to discuss recommendations for revisions to the 2012 list. A discussion was held on trees not recommended for planting. Ficus microcarpa, due to damage that the tree causes to sidewalks (see explanatory document) and Acacia melanoxylon. It was suggested that common names be added to the 2012 list.

Upon Motion by Member Sider, second by Member Costello, Resolution File No. 2011-03-UFC adopting the 2011 San Francisco Recommended Street Tree Species List was approved with typographical edits. (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, and Vargas.) (Explanatory Document: Resolution 003-11-UFC)

8. **Tree of the Month Campaign**. The Council will review and consider adopting the Program Plan for the Tree of the Month Campaign. (Draft Program Plan) (Discussion and Action)

Coordinator Hui presented a Tree of the Month program plan based on what is feasible with current Department staffing for outreach. She stated that this plan could meet the Council's program goals for an educational campaign to improve tree pruning in the city using positive messaging. The plan would be for Council Members to take one month each to find a tree in each district that is pruned well and supplying Ms. Hui with images of the tree, five to ten sentences about the tree, and location. All trees should be in public locations so they can serve as examples to the public. If the campaign is successful, it could be incorporated into a gallery in the Department's website redesign process.

This agenda item was referred to the Landmark Tree Committee's April 12 meeting to discuss process and how to promote the campaign to a wide audience. Council Members were asked to send Ms. Hui their ideas for the campaign before the Landmark Tree Committee meeting.

9. **Annual Pruning Workshop.** The Council will discuss this year's pruning workshop and make suggestions for improvement. (Discussion)

Council Coordinator Hui reported that one of the Council's annual tasks has been to hold a pruning workshop for City employees on the City's adopted Pruning Standards in order to improve the pruning that municipal arborists and gardeners are doing for trees in San Francisco. The workshop is typically held in June of each year. Council Members determined that Article 16 of the Public Works Code and Environment Code Chapter 12 establishing the Urban Forestry Council does not mandate that the Council host the workshop. Ms. Fish reported that hosting this work shop was part of the Council's Work Plan priorities. Coordinator Hui reported that this is one of the activities listed on the work-order that is submitted to agencies that provide funding to the Council, and that she would check whether the workshop is required.

This agenda item was referred to the Planning and Funding Committee to discuss whether the Council should be providing the workshop and how it can be restructured in the future to possibly include partnerships with other City agencies with tree care responsibilities such as Recreation and Park Department, Department of Public Works, and Friends of the Urban Forest. Coordinator Hui would issue a report back to the Council at their May meeting on the requirement for the Council to host the workshop. A copy of the Urban Forestry Council budget would be distributed to Council Members.

10. **Approval of Draft Resolution File No. 2011-04-UFC commending Bonnie Ora Sherk for her service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File No. 2011-04-UFC) (Discussion and Action)

Ms. Fish read the Resolution commending Council Emeritus Bonnie Ora Sherk for her service to the Urban Forestry Council. Council Emeritus Sherk welcomed new Council Members and discussed the importance of serving on the Council and the opportunity that it provides for planting and maintaining trees, as well as educating the public on the importance of trees. She stated that more attention should be paid to whole watersheds and the opportunities they afford for expanding and maintaining the urban forest. Ms. Sherk stated that she was happy to have served on this important body which deserves more attention, and that it is up to the Council to make that happen. She offered to consult with Council Members in the future.

Upon Motion by Chair D'Agostino, second by Member Sider, Resolution 2011-04-UFC commending Bonnie Ora Sherk for her service to the Urban Forestry Council was approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillson, Sider, and Sullivan; Absent: Members Hillan, Sherwin, and Vargas). (Explanatory Document: Resolution 004-11-UFC.)

11. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

Council Coordinator Hui provided updates that include:

- Forty-four trees were planted on Arbor Day earlier this month. Mr. Charlie Starbuck, a long-time, Friends of the Urban Forest volunteer was honored as this year's tree honoree.
- The Recreation and Open Space Element will be moving forward again.
- The Department of the Environment grant to CalFire for an education, fruit tree, and gleaning program is pending.
- Twenty-three fruit trees were planted in Golden Gate Park in February as part of the kickoff planting for the gleaning program. Funding for that program was received from the San Francisco Foundation. There is continued funding for trees from the San Francisco Local Carbon Fund.
- There is an upcoming urban greening grant opportunity from Proposition 84 funds. The letter of intent to apply is on April 9th and is due by the end of April.
- Two new applications for landmark trees have been received.
- Council Coordinator Hui will be out of the office from May 10 - May 17th.

A discussion was held on establishing a process for meeting the requirements of Environment Code Section 1203(a)(2), that the Council make recommendations to relevant agencies on major publicly sponsored developments and civic improvements and changes to the public right of way as these projects may impact trees. Council Members Muraoka and Sider offered to track Redevelopment Agency and Planning Department projects that may have urban forestry consequences.

12. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report. The next meeting is scheduled for Thursday, April 21, 2011, 4:15 p.m. at City Hall, Room 421. Planning and Funding Committee Chair Buck reported that the March 17 meeting included a discussion on the Recommended Street Tree Species List. The 2012 list would be scheduled for a Planning and Funding Committee meeting in October and potentially at a working group before then. The other agenda item was outreach to the Police Department on how to respond to improper pruning and un-permitted removal of public trees. He distributed an explanatory document on Department of Public Works recommendations on reporting emergency tree issues to the City. This agenda topic would be scheduled for discussion at a future Planning and Funding Committee meeting. Chair Buck asked to continue his membership as a Planning and Funding Committee member, but stated that he would be unable to act as Chair.

Landmark Tree Ad Hoc Committee Report. Chair's Report on the February 8 and March 8, 2011 meetings. Coordinator Hui reported that the Landmark Tree Committee has been discussing proposed amendments to the Landmark Tree Ordinance to incorporate groves and possibly adding additional items. A discussion will be held with Department of Public Works and their legal team on proposed language to Article 16. This agenda item is scheduled for discussion at the April 12, 2011 Landmark Tree Committee meeting.

Items 13 and 14 were heard together.

13. Chair's Announcements: Chair, Urban Forestry Council (Information and Discussion)

Chair D'Agostino reported that Agenda Item 14 is for Council Members to report on recent industry meetings that they have attended. She reported on her attendance at the Municipal Forestry Institute and discussions that were held on community urban forestry issues. She suggested that the Council consider holding another annual retreat and review their Bylaws, Work Plan, Article 16, Section 803, and Environment Code Section 1203 to establish priorities from today's discussion and create an updated Work Plan. She provided information to the Council on the Britton Fund. She announced an upcoming Western Chapter International Society of Arboriculture workshop on bugs. Member Costello would be talking about his book *Oaks in the Urban Landscape* at the next meeting of the Bay Area Landscapers Supervisors Forum.

14. Urban Forestry Council Member Announcements. (Information and Discussion)

Member Costello reported that he is member of the California Urban Forestry Advisory Council whose mission is to advise CalFire about urban forestry matters. He asked Council members to advise him of issues that the statewide Council should hear and would also inform the Council of relevant statewide decisions.

15. New Business/Future Agenda Items. (Information and Discussion)

Chair D'Agostino suggested a discussion on holding an annual retreat and a review of the Bylaws, Public Works Code Section 803 and Environment Code Section 1203 to develop an updated Work Plan. Member Sider stated that it is important to discuss development projects sponsored by the city and private developers for the Council to provide direction or input into. Chair D'Agostino advised that there would be two Planning and Funding Committee meetings before the next Council meeting.

16. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. Unidentified Speaker stated that she has applied to the Urban Forestry Council's open seat.

17. Adjournment. The Urban Forestry Council meeting adjourned at 11:18 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, May 27, 2011, at 8:30 a.m. in Room 400, City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by, Monica Fish, Council Secretary
Approved: May 24, 2011

SF Environment

Our home. Our city. Our planet.

EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Friday, May 27, 2011, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Chris Buck (Department of Public Works—Vice Chair), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka, San Francisco Redevelopment Agency; San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the March 25, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: March 25, 2011 Draft Minutes) (Discussion and Action)
3. **Introduction of New Urban Forestry Council Members.** (Discussion)
4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
5. **Approval of Draft Resolution File No. 2011-05-UFC commending Terry Milne for his service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File No. 2011-05-UFC) (Discussion and Action)
6. **Election of Urban Forestry Council Chair and Vice-Chair.** (Discussion and Action)
7. **Tree of the Month Campaign.** The Council will discuss program planning for the Tree of the Month campaign. (Explanatory Documents: Tree of the Month Program Plan and Tree of the Month Campaign Example) (Discussion)
8. **Presentation on the Van Ness Bus Rapid Transit Plan.** Speaker: Rachel Hiatt, Senior Transportation Planner for the San Francisco County Transportation Authority. (Informational Presentation and Discussion)

Department of the Environment, City and County of San Francisco
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9. **Hearing on Nominations for Landmark Tree Status.** The Urban Forestry Council will hold a hearing to determine whether the trees nominated at the following locations meet the criteria for designation as landmark trees. (Discussion and Action)

   At the conclusion of the hearing, the Council will vote on whether to approve or reject the nominations and shall adopt written findings to support its decision. The Council will forward approved nominations to the Board of Supervisors for further consideration.

   Blackwood Acacia (Acacia Melanoxylon) located at 2853 Vallejo Street, Assessor's Block 0958, Lot 18, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Magazine Article, Tree Images)

   Coast Redwood *(Sequoia* sempervirens) located at 774 Cayuga Street, Assessor's Block 3146, Lot 042, San Francisco, CA. (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Tree Images)

   English Laurel (Prunus laurocerasus) located at 864 Francisco Street, Assessor's Block 0045, Lot 006, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Arborist Report, Committee and Staff Evaluation Forms, Tree Images)

10. **Urban Forestry Council Review of its Goals and Objectives.** (Explanatory Document: Urban Forestry Council Goals and Objectives Chart)(Discussion)
11. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
12. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the April 21 and May 19, 2011 meetings. The next meeting is scheduled for Thursday, June 16, 2011, 4:15 p.m. at City Hall, Room 421.
    Landmark Tree Ad Hoc Committee Report. Chair's Report on the April 12 and May 10, 2011 meetings. The next meeting is scheduled for Tuesday, June 14, 2011.
13. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
14. **Urban Forestry Council Member Announcements.** (Information and Discussion)
15. **New Business/Future Agenda Items.** (Information and Discussion)
16. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
17. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 28, 2011, at 6:00 p.m. in Room 400, City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or

3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: May 23, 2011

SF Environment

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Mayor

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Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES

FRIDAY, MAY 27, 2011, 8:30 A.M.
CITY HALL, ROOM 400, ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:42 a.m. Present: Council Chair D'Agostino, Vice Chair Buck, Council Members Costello, Flanagan, Hillan, Hillson, Sherwin, Sider. Advisory Members Present: Members Barrow and Muraoka. Voting Members Excused: Members Sullivan, Sutherland and Vargas.

2. **Adoption of Minutes of the March 25, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: March 25, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Hillson, the March 25, 2011 Minutes were approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider; Absent: Members Sullivan, Sutherland and Vargas)

3. **Introduction of New Urban Forestry Council Members.** (Discussion) Member Sherwin reported that she is an environmental land use planner and discussed her experience working with viticulture in Napa Valley and Sonoma County and greening efforts with the New Mission Terrace Improvement Association and Excelsior Action Group.

4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

5. **Approval of Draft Resolution File No. 2011-05-UFC commending Terry Milne for his service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File No. 2011-05-

UFC) (Discussion and Action) Council Secretary Fish read the Resolution into the record and presented Mr. Milne with a Mayoral Certificate of Honor.

Mr. Milne discussed his tenure on the Council and acknowledged the importance of previous Council members who were instrumental in the passage and implementation of the Urban Forestry Council and Landmark Tree Ordinances. He stated that the Council forum serves an important function that may otherwise cost the City a great expense. Member Buck congratulated Mr. Milne and discussed his work on the Tree Advisory Board, a precursor to the Council. He stated that he is a great tree advocate in Bernal Heights and looks forward to seeing him in the future. Mr. Milne thanked the Council for the Resolution.

6. **Election of Urban Forestry Council Chair and Vice-Chair.** (Discussion and Action) Upon Motion by Member Hillson, second by Member Sider, Chair D'Agostino was re-elected as Chair of the Urban Forestry Council without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider; Absent: Members Sullivan, Sutherland and Vargas). Upon Motion by Member Hillan, second by Chair D'Agostino, Member Hillson was elected as Vice Chair of the Urban Forestry Council without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider; Absent: Members Sullivan, Sutherland and Vargas).

   Public Comment: Ms. Jeanne Quock spoke in support of Member Hillson's election as Vice-Chair.

7. **Tree of the Month Campaign**. The Council will discuss program planning for the Tree of the Month campaign. (Explanatory Documents: Tree of the Month Program Plan and Tree of the Month Campaign Example) (Discussion)

   This agenda item was referred to the Planning and Funding Committee's June 16, 2011 meeting.

   Item 9 Hearing on Nomination for the Blackwood Acacia located at 2853 Vallejo Street was heard before Item 8.

8. **Presentation on the Van Ness Bus Rapid Transit (BRT) Plan.** Speaker: Rachel Hiatt, Senior Transportation Planner for the San Francisco County Transportation Authority. (Explanatory Document: Van Ness Bus Rapid Transit Plan Presentation to Council) (Informational Presentation and Discussion)

   Ms. Hiatt provided an overview on the Van Ness Bus Rapid Transit Plan describing the project and its relationship to trees on Van Ness Avenue, next steps, and how Council Members can be involved. Topics discussed include project background, status and outreach approach for the Draft Environmental Impact Report and Statement (EIR/EIS), BRT Lane alternatives at proposed locations, project benefits, tree survey of existing and

alternative proposed conditions, constraints, visual mitigation measures, and transit time performance, reliability, and attracting/retaining transit riders comparisons for proposed alternatives (See Presentation explanatory document).

Council Members and Council Coordinator Hui provided suggestions on the plan and proposed alternatives as it may impact trees on topics such as tree removal, replacement, shading, coordination with other area plans, and other considerations. Ms. Hiatt reported that public input would be sought later this summer on the proposed alternatives. Chair D'Agostino requested a schedule of public meetings. A request was made for Ms. Hiatt to keep the Council informed of developments on the Plan so that it can provide guidance.

9. **Hearing on Nominations for Landmark Tree Status.** The Urban Forestry Council held a hearing to determine whether the trees nominated at the following locations meet the criteria for designation as landmark trees. (Discussion and Action)

Blackwood Acacia (Acacia Melanoxylon) located at 2853 Vallejo Street, Assessor's Block 0958, Lot 18, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Magazine Article, Tree Images, Opposition Letter, Property Owner Booklet)

Landmark Tree Committee Chair Hillan read the written summary summarizing the findings of the Landmark Tree Committee from its meeting on May 10, 2011. He reported that the Committee voted 3-2 in favor of landmark tree status. Council Members were presented with additional explanatory documents from the nominator and opposition, heard public comment, and discussed evaluation criteria for this tree. Council Members stated that more review of explanatory documents was required in order to proceed with an action. Upon Motion by Member Hillan, second by Member Flanagan, this hearing was continued to the June 28, 2011 Urban Forestry Council meeting (AYES: Members Buck, Costello, D'Agostino, Flanagan, Hillan, Hillson, and Sherwin; NOES: Member Sider; Absent: Members Sullivan, Sutherland and Vargas).

Public Comment speaking in support of nomination—Ms. Jane von Bothmer, property owner and nominator, Mr. Roy Leggitt, Consulting Arborist, Julie D. Farrah and Cynthia Soliman, Attorneys at Law.

Public Comment speaking in opposition to nomination—Ms. Barri K. Bonaport, Attorney at Law, Bonaport & Associates, Mr. James MacNair, Consulting Arborist, MacNair & Associates; and Mr. Dan McKenna, Consulting Arborist.

Coast Redwood *(Sequoia* sempervirens) located at 774 Cayuga Street, Assessor's Block 3146, Lot 042, San Francisco, CA. (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Tree Images)

Landmark Tree Committee Member Hillson read the written summary summarizing the findings of the Landmark Tree Committee from its meeting on May 10, 2011. She reported that the Committee voted unanimously against landmark tree status. Upon Motion by Member Sider, second by Member Hillson, the Council voted unanimously against landmark tree status for the Coast Redwood located at 774 Cayuga Street (AYES: Members D'Agostino, Buck, Flanagan, Hillson, Sherwin, and Sider; Absent: Members Costello, Hillan, Sullivan, Sutherland and Vargas).

English Laurel (Prunus laurocerasus) located at 864 Francisco Street, Assessor's Block 0045, Lot 006, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Arborist Report, Committee and Staff Evaluation Forms, Tree Images)

Landmark Tree Committee Member Hillson read the written summary summarizing the findings of the Landmark Tree Committee from its meeting on May 10, 2011. She reported that the Committee voted unanimously against landmark tree status. An updated Arborist Report presented to the Landmark Tree Committee at its May 10 meeting was provided to the Council for review. Upon Motion by Member Hillson, second by Chair D'Agostino, the Council voted unanimously against landmark tree status for the English Laurel located at 864 Francisco Street (AYES: Members D'Agostino, Buck, Flanagan, Hillson, Sherwin, and Sider; Absent: Members Costello, Hillan, Sullivan, Sutherland and Vargas).

Public Comment: Ms. Jeanne Quock stated that she appreciates the importance of trees to San Francisco but questioned the ability of Council Members to review documents presented at the last minute. Chair D'Agostino stated that was the reason the Council decided not to move forward on the 2853 Vallejo Street landmark tree nomination. She suggested that a Committee discuss the process for timely review of explanatory documents at a future meeting.

10. **Urban Forestry Council Review of its Goals and Objectives.** (Explanatory Document: Urban Forestry Council Goals and Objectives Chart)(Discussion)

Council Coordinator Hui provided the Council with a chart listing Council goals as referenced in Environment Code Chapter 12 and Department of Public Works Code, Article 16, and an overview of action items that have been achieved toward those goals. Chair D'Agostino asked Council Members to review the chart and provide input. Coordinator Hui requested comments on any additional achievements toward goals. This agenda item was referred to the Planning and Funding Committee meeting of June 16, 2011.

11. **Staff Report.** Staff provided updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

Council Coordinator Hui reported on (1) timelines and process for submitting grant proposals to the Strategic Growth Council for greening projects, (2) collaboration with City agencies on grant proposals and Department of the Environment as a grant partner, (3) Commission on the Environment review of the Department of the Environment's Strategic Plan at its May 24 meeting as it relates to the Urban Forestry Council, (4) a future report to be provided on Urban Forest Plan work in the new fiscal year, (5) the Department of the Environment's website redesign process, (6) encouraged Council Members to review the Recreation and Open Space Element that she forwarded an announcement on; and (7) asked Council Members to provide information on area plans they would be interested in reviewing at future meetings.

12. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report on the April 21 and May 19, 2011 meetings. The next meeting is scheduled for Thursday, June 16, 2011, 4:15 p.m. at City Hall, Room 421.

Planning and Funding Committee Chair Buck referred Council Members to the Committee's minutes located on the Council's website and discussed the focus at the May 19 meeting on the Council's goals and objectives.

Landmark Tree Ad Hoc Committee Report. Chair's Report on the April 12 and May 10, 2011 meetings. The next meeting is scheduled for Tuesday, June 14, 2011.

Council Coordinator Hui reported that the April 12 meeting included a discussion on amendments to the Landmark Tree Ordinance to include groves or groups of trees. There would be further discussion on this topic and a plan prepared at the June 14, 2011 meeting. The May 10 meeting focused on landmark tree nominations presented to the Council at this meeting.

Items 13 and 14 were heard together.

13. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair D'Agostino reported that she attended an Urban Forest Products Conference that discussed recycling or reuse of trees and suggested that the Council discuss this topic in the future. Coordinator Hui reported that the CalFire urban forester sent an email offering equipment to do urban reclaimed wood operations. Chair D'Agostino reported that she also attended the Western Chapter Conference in San Diego.

14. **Urban Forestry Council Member Announcements.** (Information and Discussion) See agenda item 13.

15. **New Business/Future Agenda Items.** (Information and Discussion) Council Secretary Fish reported that Room 416 for the August 23 Council meeting is not available because of scheduled replacement of audio equipment. A discussion was held on rescheduling the meeting or finding an alternate meeting location.

16. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

17. **Adjournment.** The Urban Forestry Council meeting adjourned at 11:45 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 28, 2011, at 6:00 p.m. in Room 416, City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

FRIDAY, MAY 27, 2011, 8:30 A.M.
CITY HALL, ROOM 400, ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:42 a.m. Present: Council Chair D'Agostino, Vice Chair Buck, Council Members Costello, Flanagan, Hillan, Hillson, Sherwin, Sider. Advisory Members Present: Members Barrow and Muraoka. Voting Members Excused: Members Sullivan, Sutherland and Vargas.

2. **Adoption of Minutes of the March 25, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: March 25, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Hillson, the March 25, 2011 Minutes were approved without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider; Absent: Members Sullivan, Sutherland and Vargas)

3. **Introduction of New Urban Forestry Council Members.** (Discussion) Member Sherwin reported that she is an environmental land use planner and discussed her experience working with viticulture in Napa Valley and Sonoma County and greening efforts with the New Mission Terrace Improvement Association and Excelsior Action Group.

4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

5. **Approval of Draft Resolution File No. 2011-05-UFC commending Terry Milne for his service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File No. 2011-05-

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org

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UFC) (Discussion and Action) Council Secretary Fish read the Resolution into the record and presented Mr. Milne with a Mayoral Certificate of Honor.

Mr. Milne discussed his tenure on the Council and acknowledged the importance of previous Council members who were instrumental in the passage and implementation of the Urban Forestry Council and Landmark Tree Ordinances. He stated that the Council forum serves an important function that may otherwise cost the City a great expense. Member Buck congratulated Mr. Milne and discussed his work on the Tree Advisory Board, a precursor to the Council. He stated that he is a great tree advocate in Bernal Heights and looks forward to seeing him in the future. Mr. Milne thanked the Council for the Resolution.

6. **Election of Urban Forestry Council Chair and Vice-Chair.** (Discussion and Action) Upon Motion by Member Hillson, second by Member Sider, Chair D'Agostino was re-elected as Chair of the Urban Forestry Council without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider; Absent: Members Sullivan, Sutherland and Vargas). Upon Motion by Member Hillan, second by Chair D'Agostino, Member Hillson was elected as Vice Chair of the Urban Forestry Council without objection (AYES: Members D'Agostino, Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider; Absent: Members Sullivan, Sutherland and Vargas).

   Public Comment: Ms. Jeanne Quock spoke in support of Member Hillson's election as Vice-Chair.

7. **Tree of the Month Campaign**. The Council will discuss program planning for the Tree of the Month campaign. (Explanatory Documents: Tree of the Month Program Plan and Tree of the Month Campaign Example) (Discussion)

   This agenda item was referred to the Planning and Funding Committee's June 16, 2011 meeting.

   Item 9 Hearing on Nomination for the Blackwood Acacia located at 2853 Vallejo Street was heard before Item 8.

8. **Presentation on the Van Ness Bus Rapid Transit (BRT) Plan.** Speaker: Rachel Hiatt, Senior Transportation Planner for the San Francisco County Transportation Authority. (Explanatory Document: Van Ness Bus Rapid Transit Plan Presentation to Council) (Informational Presentation and Discussion)

   Ms. Hiatt provided an overview on the Van Ness Bus Rapid Transit Plan describing the project and its relationship to trees on Van Ness Avenue, next steps, and how Council Members can be involved. Topics discussed include project background, status and outreach approach for the Draft Environmental Impact Report and Statement (EIR/EIS), BRT Lane alternatives at proposed locations, project benefits, tree survey of existing and

alternative proposed conditions, constraints, visual mitigation measures, and transit time performance, reliability, and attracting/retaining transit riders comparisons for proposed alternatives (See Presentation explanatory document).

Council Members and Council Coordinator Hui provided suggestions on the plan and proposed alternatives as it may impact trees on topics such as tree removal, replacement, shading, coordination with other area plans, and other considerations. Ms. Hiatt reported that public input would be sought later this summer on the proposed alternatives. Chair D'Agostino requested a schedule of public meetings. A request was made for Ms. Hiatt to keep the Council informed of developments on the Plan so that it can provide guidance.

9. **Hearing on Nominations for Landmark Tree Status.** The Urban Forestry Council held a hearing to determine whether the trees nominated at the following locations meet the criteria for designation as landmark trees. (Discussion and Action)

Blackwood Acacia (Acacia Melanoxylon) located at 2853 Vallejo Street, Assessor's Block 0958, Lot 18, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Magazine Article, Tree Images, Opposition Letter, Property Owner Booklet)

Landmark Tree Committee Chair Hillan read the written summary summarizing the findings of the Landmark Tree Committee from its meeting on May 10, 2011. He reported that the Committee voted 3-2 in favor of landmark tree status. Council Members were presented with additional explanatory documents from the nominator and opposition, heard public comment, and discussed evaluation criteria for this tree. Council Members stated that more review of explanatory documents was required in order to proceed with an action. Upon Motion by Member Hillan, second by Member Flanagan, this hearing was continued to the June 28, 2011 Urban Forestry Council meeting (AYES: Members Buck, Costello, D'Agostino, Flanagan, Hillan, Hillson, and Sherwin; NOES: Member Sider; Absent: Members Sullivan, Sutherland and Vargas).

Public Comment speaking in support of nomination—Ms. Jane von Bothmer, property owner and nominator, Mr. Roy Leggitt, Consulting Arborist, Julie D. Farrah and Cynthia Soliman, Attorneys at Law.

Public Comment speaking in opposition to nomination—Ms. Barri K. Bonaport, Attorney at Law, Bonaport & Associates, Mr. James MacNair, Consulting Arborist, MacNair & Associates; and Mr. Dan McKenna, Consulting Arborist.

Coast Redwood *(Sequoia* sempervirens) located at 774 Cayuga Street, Assessor's Block 3146, Lot 042, San Francisco, CA. (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Tree Images)

Landmark Tree Committee Member Hillson read the written summary summarizing the findings of the Landmark Tree Committee from its meeting on May 10, 2011. She reported that the Committee voted unanimously against landmark tree status. Upon Motion by Member Sider, second by Member Hillson, the Council voted unanimously against landmark tree status for the Coast Redwood located at 774 Cayuga Street (AYES: Members D'Agostino, Buck, Flanagan, Hillson, Sherwin, and Sider; Absent: Members Costello, Hillan, Sullivan, Sutherland and Vargas).

English Laurel (Prunus laurocerasus) located at 864 Francisco Street, Assessor's Block 0045, Lot 006, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Arborist Report, Committee and Staff Evaluation Forms, Tree Images)

Landmark Tree Committee Member Hillson read the written summary summarizing the findings of the Landmark Tree Committee from its meeting on May 10, 2011. She reported that the Committee voted unanimously against landmark tree status. An updated Arborist Report presented to the Landmark Tree Committee at its May 10 meeting was provided to the Council for review. Upon Motion by Member Hillson, second by Chair D'Agostino, the Council voted unanimously against landmark tree status for the English Laurel located at 864 Francisco Street (AYES: Members D'Agostino, Buck, Flanagan, Hillson, Sherwin, and Sider; Absent: Members Costello, Hillan, Sullivan, Sutherland and Vargas).

Public Comment: Ms. Jeanne Quock stated that she appreciates the importance of trees to San Francisco but questioned the ability of Council Members to review documents presented at the last minute. Chair D'Agostino stated that was the reason the Council decided not to move forward on the 2853 Vallejo Street landmark tree nomination. She suggested that a Committee discuss the process for timely review of explanatory documents at a future meeting.

10. **Urban Forestry Council Review of its Goals and Objectives.** (Explanatory Document: Urban Forestry Council Goals and Objectives Chart)(Discussion)

Council Coordinator Hui provided the Council with a chart listing Council goals as referenced in Environment Code Chapter 12 and Department of Public Works Code, Article 16, and an overview of action items that have been achieved toward those goals. Chair D'Agostino asked Council Members to review the chart and provide input. Coordinator Hui requested comments on any additional achievements toward goals. This agenda item was referred to the Planning and Funding Committee meeting of June 16, 2011.

11. **Staff Report.** Staff provided updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

Council Coordinator Hui reported on (1) timelines and process for submitting grant proposals to the Strategic Growth Council for greening projects, (2) collaboration with City agencies on grant proposals and Department of the Environment as a grant partner, (3) Commission on the Environment review of the Department of the Environment's Strategic Plan at its May 24 meeting as it relates to the Urban Forestry Council, (4) a future report to be provided on Urban Forest Plan work in the new fiscal year, (5) the Department of the Environment's website redesign process, (6) encouraged Council Members to review the Recreation and Open Space Element that she forwarded an announcement on; and (7) asked Council Members to provide information on area plans they would be interested in reviewing at future meetings.

12. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report on the April 21 and May 19, 2011 meetings. The next meeting is scheduled for Thursday, June 16, 2011, 4:15 p.m. at City Hall, Room 421.

Planning and Funding Committee Chair Buck referred Council Members to the Committee's minutes located on the Council's website and discussed the focus at the May 19 meeting on the Council's goals and objectives.

Landmark Tree Ad Hoc Committee Report. Chair's Report on the April 12 and May 10, 2011 meetings. The next meeting is scheduled for Tuesday, June 14, 2011.

Council Coordinator Hui reported that the April 12 meeting included a discussion on amendments to the Landmark Tree Ordinance to include groves or groups of trees. There would be further discussion on this topic and a plan prepared at the June 14, 2011 meeting. The May 10 meeting focused on landmark tree nominations presented to the Council at this meeting.

Items 13 and 14 were heard together.

13. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair D'Agostino reported that she attended an Urban Forest Products Conference that discussed recycling or reuse of trees and suggested that the Council discuss this topic in the future. Coordinator Hui reported that the CalFire urban forester sent an email offering equipment to do urban reclaimed wood operations. Chair D'Agostino reported that she also attended the Western Chapter Conference in San Diego.

14. **Urban Forestry Council Member Announcements.** (Information and Discussion) See agenda item 13.

15. **New Business/Future Agenda Items.** (Information and Discussion) Council Secretary Fish reported that Room 416 for the August 23 Council meeting is not available because of scheduled replacement of audio equipment. A discussion was held on rescheduling the meeting or finding an alternate meeting location.

16. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

17. **Adjournment.** The Urban Forestry Council meeting adjourned at 11:45 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 28, 2011, at 6:00 p.m. in Room 416, City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: June 28, 2011

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Regular Meeting Notice and Agenda
Tuesday, June 28, 2011, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka, San Francisco Redevelopment Agency; San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Introduction of New Members.** (Information and Discussion)
3. **Adoption of Minutes of the May 27, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 27, 2011 Draft Minutes) (Discussion and Action)
4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
5. **Hearing on Nomination for Landmark Tree Status.** The Urban Forestry Council will hold a hearing to determine whether the tree nominated at the following location meets the criteria for designation as a landmark tree. (Continued from the May 27, 2011 Meeting) (Discussion and Action)

   At the conclusion of the hearing, the Council will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision. The Council will forward approved nominations to the Board of Supervisors for further consideration.

   Blackwood Acacia (Acacia Melanoxylon) located at 2853 Vallejo Street, Assessor's Block 0958, Lot 18, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Magazine Article, Tree Images)

Department of the Environment, City and County of San Francisco
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6. **Approval of Draft Resolution File No. 2011-06-UFC stating the Urban Forestry Council's Position on the Department of Public Works (DPW) Tree Maintenance Transfer Plan.** Due to proposed budget cuts, DPW proposes transferring maintenance responsibility for approximately 24,000 trees to fronting property owners. Speaker: Chair D'Agostino (Explanatory Documents: DPW Fact Sheet, DPW FAQ, DPW Presentation to Board of Supervisors City Operations and Neighborhood Services Committee http://www.sfdpw.org/Modules/ShowDocument.aspx?documentid=1268 and Draft Resolution File No. 2011-06-UFC) (Discussion and Action)
7. **Approval of Draft Resolution File No. 2011-07-UFC Proposing Amendments to Public Works Code Article 16 "the Landmark Tree Ordinance."** Speaker: Landmark Tree Committee Chair Hillan (Explanatory Documents: Draft Resolution File No. 2011-07-UFC, Cover Letter to Board of Supervisors, and Public Works Code, Article 16 Proposed Amendments) (Discussion and Action)
8. **United Nations General Assembly Declaring 2011 the International Year of Forests.** (Informational Report and Discussion) Sponsor: Chair D'Agostino (Explanatory Document: International Year of Forests website: http://www.celebrateforests.com/about-year-forests) (Informational Report and Discussion)
9. **Rescheduling or Relocation of August 23 Urban Forestry Council Regular Meeting.** Speaker: Chair D'Agostino (Discussion and Action)
10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the June 16, 2011 meeting. The next meeting is scheduled for Thursday, July 21, 2011, 4:15 p.m. at City Hall, Room 421.
    Landmark Tree Ad Hoc Committee Report. Chair's Report June 14, 2011 Meeting.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements**. (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: June 23, 2011

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES

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TUESDAY, JUNE 28, 2011, 6:00 P.M.
CITY HALL, ROOM 416, ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:07 p.m. Present: Council Chair D'Agostino, Vice Chair Hillson, Council Members Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas. Advisory Member Present: Member Muraoka. Advisory Member Excused: Member Barrow.

2. **Introduction of New Members.** (Information and Discussion)

   Chair D'Agostino introduced Member Sutherland as a new member of the Urban Forestry Council and announced that all vacant seats have been filled. Member Sutherland introduced herself and described her background as a PG&E auditor for compliance with federal and state mandates, small business owner of the Wildlife Training Institute, certified arborist, and utility specialist.

3. **Adoption of Minutes of the May 27, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 27, 2011 Draft Minutes) (Discussion and Action)

   Upon Motion by Member Hillson, second by Chair D'Agostino, the May 27, 2011 Meeting Minutes were approved without objection (AYES: Council Chair D'Agostino, Vice Chair Hillson, Council Members Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas; NOES: None).

4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

5. **Hearing on Nomination for Landmark Tree Status.** The Urban Forestry Council will hold a hearing to determine whether the tree nominated at the following location meets the criteria for designation as a landmark tree. (Continued from the May 27, 2011 Meeting) (Discussion and Action)

   At the conclusion of the hearing, the Council will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision. The Council will forward approved nominations to the Board of Supervisors for further consideration.

   Blackwood Acacia (Acacia Melanoxylon) located at 2853 Vallejo Street, Assessor's Block 0958, Lot 18, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Magazine Article, Tree Images)

   Council Coordinator Hui reported that the property owner rescinded her nomination and announced that additional background material had been received by the Council Office (Explanatory Document: Letter Rescinding Nomination).

6. **Approval of Draft Resolution File No. 2011-06-UFC stating the Urban Forestry Council's Position on the Department of Public Works (DPW) Tree Maintenance Transfer Plan.** Due to proposed budget cuts, DPW proposes transferring maintenance responsibility for approximately 24,000 trees to fronting property owners. (Explanatory Documents: DPW Fact Sheet, DPW FAQ, DPW Presentation to Board of Supervisors City Operations and Neighborhood Services Committee http://www.sfdpw.org/Modules/ShowDocument.aspx?documentid=1268 and Draft Resolution File No. 2011-06-UFC) (Discussion and Action)

   Council Member Buck, Department of Public Works (DPW) Representative to the Council reported on proposed budget cuts, the impacts, pros and cons of the proposal, Public Works Code Ordinance provisions, and alternative proposals considered. Committee Members discussed potential alternatives to the Plan, current agreements with homeowners and Public Works Ordinance provisions, liability issues, decision-making timeframe on the proposal, and what could be considered conflicting budget allocations to an apprenticeship program.

   Member Hillan motioned, second by Member Sutherland to adopt Resolution File 2011-06-UFC with amendments as proposed by Member Muraoka and incorporating comments made by Members Sider and Vargas (AYES: Chair D'Agostino, Vice Chair Hillson, Council Members Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas; Abstained: Member Buck) (Explanatory Document: Resolution 006-11-UFC).

7. **Approval of Draft Resolution File No. 2011-07-UFC Proposing Amendments to Public Works Code Article 16 "the Landmark Tree Ordinance."** Speaker: Landmark Tree Committee Chair Hillan (Explanatory Documents: Draft Resolution File No. 2011-07-UFC, Cover Letter to Board of Supervisors, and Public Works Code, Article 16 Proposed Amendments) (Discussion and Action)

   Landmark Tree Committee Chair Hillan reported on the Landmark Tree Committee's recommendation on landmark tree grove definition and critéria by which a grove would be recognized as a landmark as described in proposed amendments to Public Works Code Article 16, Sections 802 and 810. The proposed amendments are subject to review by legal staff.

   Member Hillan moved, second by Member Sherwin to adopt Resolution File 2011-07-UFC with amendments (AYES: Chair D'Agostino, Vice Chair Hillson, Council Members Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas) (Explanatory Document: Resolution 007-11-UFC).

8. **United Nations General Assembly Declaring 2011 the International Year of Forests.** (Informational Report and Discussion) Sponsor: Chair D'Agostino (Explanatory Document: International Year of Forests website: http://www.celebrateforests.com/about-year-forests) (Informational Report and Discussion)

   Chair D'Agostino suggested that Council Members access the International Year of Forests website for additional information about upcoming celebrations, sharing information, and for facts and information.

9. **Rescheduling or Relocation of August 23 Urban Forestry Council Regular Meeting.** Speaker: Chair D'Agostino (Discussion and Action)

   Council Members agreed to hold their next meeting on August 23, 2011 at 5:00 p.m. at the San Francisco Planning Department location, 1650 Mission Street, 5th Floor.

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

    Council Coordinator Hui provided updates as follows: (1) an intern will be providing assistance to Ms. Hui two days a week until August 30; (2) asked Council members for their input into projects for EnvironmentNow staff, who has a new crew looking for urban forest and agricultural opportunities in the Bayview neighborhood; (3) discussed the AT&T plan to place utility boxes on sidewalks and tree planting opportunities; (4) reported that the Van Ness Bus Rapid Transit Plan is moving forward and the Citizens Advisory Committee will be meeting on Tuesday July 26 from 5;00 to 7:00 p.m. Chair

D'Agostino suggested that the Planning and Funding Committee consider a Resolution taking a position on the Plan for the Council to consider at its next meeting in August.

Public Comment: Ms. Judy Berkowitz reported that the Board of Supervisors discussed the AT&T plan at its meeting today and continued the discussion to July 12. She stated that a suggestion was made for the 726 utility boxes to be located on private property.

11. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report on the June 16, 2011 meeting. The next meeting is scheduled for Thursday, July 21, 2011, 4:15 p.m. at City Hall, Room 421.

Committee Chair Buck reported that the Planning and Funding Committee at its June 16, 2011 meeting discussed the Resolution on the DPW tree relinquishment proposal that the Council voted on today. He stated that he would provide updates to Council members as they become available.

Landmark Tree Ad Hoc Committee Report. Chair's Report June 14, 2011 Meeting.

Member Hillan reported that the Landmark Tree Committee at its June 14, 2011 meeting discussed the landmark grove Resolution which the Council voted on today. He stated that the next Committee meeting scheduled for July 12 will be to clarify the appropriateness of landmark tree nominations and to review existing landmark tree criteria.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)

Council Chair D'Agostino discussed the current status of the Recreation and Open Space Plan, an Element of the General Plan, and asked Member Hillson to report on actions taken by the Planning Commission at its recent meeting. Member Hillson reported that public comment is being accepted on the Plan until August 6 and can be directed to Susan Exline at Susan.Exline@sfgov.org. Member Sider reported that there will be additional public hearings in the fall and that comments will be accepted on the overall document until that time. The Plan is scheduled for adoption in the late fall, and then will be forwarded to the Board of Supervisors for review.

13. **Urban Forestry Council Member Announcements**. (Information and Discussion)

Member Hillson announced that she has asked the Committee on the Japantown Better Neighborhoods Plan to make a presentation to the Council at a future date. Comments are currently being accepted on the landscaping plan.

Member Hillan announced the recent publication by City Lights Foundation (SF) of the book Ten Years that Shook the City--San Francisco 1968-1978. The chapter "The Farm by the Freeway" describes the activism and creative leadership of former member Bonnie

Ora Sherk (among others) in establishing and developing an area north of the then Army Street/101 exchange known as The Farm. The arts, education, agriculture, social activism and community development were all supported at the Farm, and Bonnie was key in bringing it all to life.

14. New Business/Future Agenda Items. (Information and Discussion) This agenda item was not discussed at this time.

15. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Ms. Judy Berkowitz discussed the problems with health and maintenance of groves of trees on the Lower 24th Street Corridor, the potential of landmarking the grove, the effect of DPW relinquishment of these trees, proposals for replacement trees, and potential solutions. She suggested landmarking the groves of trees. Council Chair D'Agostino reported that the landmark proposal has not yet been approved and suggested that this topic be discussed at the August 18 Planning and Funding Committee meeting. Ms. Berkowitz discussed the effect of sooty canker on the 24th Street trees and distributed information on managing sooty canker.

16. Adjournment. The Urban Forestry Council meeting adjourned at 8:41 p.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 23, 2011, at 6:00 p.m., at the San Francisco Planning Department, 1650 Mission Street, 5th Floor, San Francisco, CA 94103.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

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MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

TUESDAY, JUNE 28, 2011, 6:00 P.M.
CITY HALL, ROOM 416, ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:07 p.m. Present: Council Chair D'Agostino, Vice Chair Hillson, Council Members Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas. Advisory Member Present: Member Muraoka. Advisory Member Excused: Member Barrow.

2. **Introduction of New Members.** (Information and Discussion)

   Chair D'Agostino introduced Member Sutherland as a new member of the Urban Forestry Council and announced that all vacant seats have been filled. Member Sutherland introduced herself and described her background as a PG&E auditor for compliance with federal and state mandates, small business owner of the Wildlife Training Institute, certified arborist, and utility specialist.

3. **Adoption of Minutes of the May 27, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 27, 2011 Draft Minutes) (Discussion and Action)

   Upon Motion by Member Hillson, second by Chair D'Agostino, the May 27, 2011 Meeting Minutes were approved without objection (AYES: Council Chair D'Agostino, Vice Chair Hillson, Council Members Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas; NOES: None).

4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

5. **Hearing on Nomination for Landmark Tree Status.** The Urban Forestry Council will hold a hearing to determine whether the tree nominated at the following location meets the criteria for designation as a landmark tree. (Continued from the May 27, 2011 Meeting) (Discussion and Action)

   At the conclusion of the hearing, the Council will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision. The Council will forward approved nominations to the Board of Supervisors for further consideration.

   Blackwood Acacia (Acacia Melanoxylon) located at 2853 Vallejo Street, Assessor's Block 0958, Lot 18, San Francisco, CA (Explanatory Documents: Landmark Tree Committee Written Summary, Nomination Form, Committee and Staff Evaluation Forms, Magazine Article, Tree Images)

   Council Coordinator Hui reported that the property owner rescinded her nomination and announced that additional background material had been received by the Council Office (Explanatory Document: Letter Rescinding Nomination).

6. **Approval of Draft Resolution File No. 2011-06-UFC stating the Urban Forestry Council's Position on the Department of Public Works (DPW) Tree Maintenance Transfer Plan.** Due to proposed budget cuts, DPW proposes transferring maintenance responsibility for approximately 24,000 trees to fronting property owners. (Explanatory Documents: DPW Fact Sheet, DPW FAQ, DPW Presentation to Board of Supervisors City Operations and Neighborhood Services Committee http://www.sfdpw.org/Modules/ShowDocument.aspx?documentid=1268 and Draft Resolution File No. 2011-06-UFC) (Discussion and Action)

   Council Member Buck, Department of Public Works (DPW) Representative to the Council reported on proposed budget cuts, the impacts, pros and cons of the proposal, Public Works Code Ordinance provisions, and alternative proposals considered. Committee Members discussed potential alternatives to the Plan, current agreements with homeowners and Public Works Ordinance provisions, liability issues, decision-making timeframe on the proposal, and what could be considered conflicting budget allocations to an apprenticeship program.

   Member Hillan motioned, second by Member Sutherland to adopt Resolution File 2011-06-UFC with amendments as proposed by Member Muraoka and incorporating comments made by Members Sider and Vargas (AYES: Chair D'Agostino, Vice Chair Hillson, Council Members Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas; Abstained: Member Buck) (Explanatory Document: Resolution 006-11-UFC).

7. **Approval of Draft Resolution File No. 2011-07-UFC Proposing Amendments to Public Works Code Article 16 "the Landmark Tree Ordinance."** Speaker: Landmark Tree Committee Chair Hillan (Explanatory Documents: Draft Resolution File No. 2011-07-UFC, Cover Letter to Board of Supervisors, and Public Works Code, Article 16 Proposed Amendments) (Discussion and Action)

   Landmark Tree Committee Chair Hillan reported on the Landmark Tree Committee's recommendation on landmark tree grove definition and criteria by which a grove would be recognized as a landmark as described in proposed amendments to Public Works Code Article 16, Sections 802 and 810. The proposed amendments are subject to review by legal staff.

   Member Hillan moved, second by Member Sherwin to adopt Resolution File 2011-07-UFC with amendments (AYES: Chair D'Agostino, Vice Chair Hillson, Council Members Buck, Costello, Flanagan, Hillan, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas) (Explanatory Document: Resolution 007-11-UFC).

8. **United Nations General Assembly Declaring 2011 the International Year of Forests.** (Informational Report and Discussion) Sponsor: Chair D'Agostino (Explanatory Document: International Year of Forests website: http://www.celebrateforests.com/about-year-forests) (Informational Report and Discussion)

   Chair D'Agostino suggested that Council Members access the International Year of Forests website for additional information about upcoming celebrations, sharing information, and for facts and information.

9. **Rescheduling or Relocation of August 23 Urban Forestry Council Regular Meeting.** Speaker: Chair D'Agostino (Discussion and Action)

   Council Members agreed to hold their next meeting on August 23, 2011 at 5:00 p.m. at the San Francisco Planning Department location, 1650 Mission Street, 5th Floor.

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

    Council Coordinator Hui provided updates as follows: (1) an intern will be providing assistance to Ms. Hui two days a week until August 30; (2) asked Council members for their input into projects for EnvironmentNow staff, who has a new crew looking for urban forest and agricultural opportunities in the Bayview neighborhood; (3) discussed the AT&T plan to place utility boxes on sidewalks and tree planting opportunities; (4) reported that the Van Ness Bus Rapid Transit Plan is moving forward and the Citizens Advisory Committee will be meeting on Tuesday July 26 from 5:00 to 7:00 p.m. Chair

D'Agostino suggested that the Planning and Funding Committee consider a Resolution taking a position on the Plan for the Council to consider at its next meeting in August.

Public Comment: Ms. Judy Berkowitz reported that the Board of Supervisors discussed the AT&T plan at its meeting today and continued the discussion to July 12. She stated that a suggestion was made for the 726 utility boxes to be located on private property.

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14. **New Business/Future Agenda Items.** (Information and Discussion) This agenda item was not discussed at this time.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Ms. Judy Berkowitz discussed the problems with health and maintenance of groves of trees on the Lower 24th Street Corridor, the potential of landmarking the grove, the effect of DPW relinquishment of these trees, proposals for replacement trees, and potential solutions. She suggested landmarking the groves of trees. Council Chair D'Agostino reported that the landmark proposal has not yet been approved and suggested that this topic be discussed at the August 18 Planning and Funding Committee meeting. Ms. Berkowitz discussed the effect of sooty canker on the 24th Street trees and distributed information on managing sooty canker.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:41 p.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 23, 2011, at 6:00 p.m., at the San Francisco Planning Department, 1650 Mission Street, 5th Floor, San Francisco, CA 94103.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: August 23, 2011

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Mayor

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Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

*Rescheduled Meeting Notice
Tuesday, August 23, 2011, 6:00 p.m.

23/11
rescheduled
notice

Office of the San Francisco Planning Department
1650 Mission Street
5th Floor - Conference Room 528
San Francisco, CA 94103

***The Tuesday, August 23, 2011, 6:00 p.m. Urban Forestry Council Meeting has been rescheduled from its original location of San Francisco City Hall, Room 416, to the Offices of the San Francisco Planning Department at 1650 Mission Street, Conference Room 528.**

An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709 or Council Coordinator at (415) 355-3731. Additional meeting information is available at the Urban Forestry Council meeting website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: August 3, 2011

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
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Mayor

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Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

***Rescheduled Meeting Notice and Agenda**
Tuesday, August 23, 2011, 6:00 p.m.

Offices of the San Francisco Planning Department
1650 Mission Street
5th Floor - Conference Room 528
San Francisco, CA 94103

***The Tuesday, August 23, 2011 Urban Forestry Council Meeting has been rescheduled from its original location of San Francisco City Hall, Room 416, to the Offices of the San Francisco Planning Department at 1650 Mission Street, Conference Room 528.**

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka (San Francisco Redevelopment Agency); San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the June 28, 2011Urban Forestry Council Regular Meeting.** (Explanatory Document: June 28, 2011 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Update on Department of Public Works (DPW) Street Tree Maintenance Plan**. Speaker: Ms. Carla Short, Department of Public Works Urban Forester (Informational Presentation and Discussion)
5. **Planning for the 2011 Urban Forestry Council Annual Report and Adoption of Survey Revisions**. Speaker: Chair D'Agostino (Explanatory Document: Survey Revisions) (Discussion and Action)
6. **Formation of Work Group for Tree of the Month Campaign, Annual Review of Recommended Street Tree List, and Street Tree List Informational Pamphlet.** Speaker: Chair D'Agostino (Discussion)

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

7. **Review of Urban Forestry Council Goals and Objectives.** The Council will review their goals and objectives and outline projects for the upcoming year. (Explanatory Document: Review of Urban Forestry Council responsibilities and goals from the Environment and Public Works Code) (Discussion and Possible Action)
8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the August 18, 2011 meeting. The next meeting is scheduled for Thursday, September 15, 2011, 4:15 p.m. at City Hall, Room 421.
   Landmark Tree Ad Hoc Committee Report. Chair's Report for the August 9, 2011 Meeting.
10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
11. **Urban Forestry Council Member Announcements.** (Information and Discussion)
12. **New Business/Future Agenda Items.** (Information and Discussion)
13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
14. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, September 23, 2011 at 8:30 a.m. at City Hall, Room 400.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meeting will be held at the Offices of the San Francisco Planning Department, 1650 Mission Street, 5th Floor, Conference Room 528, San Francisco, CA 94103. The Council meeting room is wheelchair accessible. The closest accessible BART stations are the Civic Center Station at 8th (at the United Nations Plaza) and Market Street and 16th at Mission Street. Accessible MUNI/Metro lines servicing this location are the, 42 - Downtown, 14 & 14 Limited - Mission, and F - Market bus lines. For information about MUNI accessible services call (415) 923-6142. Accessible curb side parking spaces have been designated on Mission and Otis Streets. There is accessible parking available within the Department of Building Inspection parking lot. The entrance to this lot is on Otis Street.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: August 19, 2011

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Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL RESCHEDULED MEETING
DRAFT MINUTES

TUESDAY, AUGUST 23, 2011, 6:00 P.M.
OFFICES OF THE SAN FRANCISCO PLANNING DEPARTMENT
1650 MISSION STREET, ROOM 528
SAN FRANCISCO, CA 94103

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ORDER OF BUSINESS

The August 23, 2011 Urban Forestry Council meeting location was rescheduled from Room 416, San Francisco City Hall, to the Offices of the San Francisco Planning Department.

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:00 p.m. Present: Council Chair D'Agostino, Vice Chair Hillson, Council Members Buck (6:10), Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas. Advisory Member Present: Member Muraoka. Excused: Member Flanagan; Advisory Member Absent: Member Barrow.

2. **Adoption of Minutes of the June 28, 2011Urban Forestry Council Regular Meeting.** (Explanatory Document: June 28, 2011 Draft Minutes) (Discussion and Action) Upon Motion by Member Sutherland, second by Chair D'Agostino, the June 28, 2011 Meeting Minutes were approved without objection (AYES: Chair D'Agostino, Vice Chair Hillson, Members Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Members Buck and Flanagan)

3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. Mr. James Scheid, Urban Forester, Bay Area Coordinator for CalFire, introduced himself and reported on CalFire's new office location. Ms. Carla Short, Urban Forester for the Department of Public Works (DPW) reported that DPW staff and its Deputy City Attorney are now reviewing the landmark grove proposal and hope to provide feedback in the near

future. DPW would also be reviewing landmark grove criteria and the grove nomination form.

Item 5 was heard before Item 4.

4. **Update on Department of Public Works (DPW) Street Tree Maintenance Plan**. Speaker: Ms. Carla Short, Department of Public Works Urban Forester (Informational Presentation and Discussion)

   Urban Forester Short reported that as part of the Department of Public Work's budget proposal plan to the Mayor's Office, maintenance responsibility of approximately 23,000 street trees will be transferred from DPW to adjacent property owners. It was explained that this plan is not the preferred course of action and is being proposed because (1) DPW has been faced with systematic budget cuts for the past several years that has resulted in an unsustainable pruning cycle; (2) to bring work in line with available resources; (3) two-thirds of City trees are already the responsibility of adjacent property owners; and (4) a long-term funding mechanism for tree maintenance has not been identified. She explained that the Public Works Code outlines the process for implementation that includes tree examination before relinquishment, public noticing requirements, and public hearing process.

   A discussion was held on the proposed schedule for relinquishment, funding source allocations, potential funding mechanisms for tree maintenance, and the importance of preparation of studies to establish the impacts that private versus public maintenance may have on the health of the urban forest. Ms. Short reported on trees that DPW would continue to maintain that include trees planted as part of specific tree planting programs whereby promises have been made to homeowners to maintain trees and trees in the median. The Frequently Asked Questions, Fact Sheet, and PowerPoint presentation to the Board of Supervisors Neighborhood Services Committee are located on the Department of Public Works website.

5. **Planning for the 2011 Urban Forestry Council Annual Report and Adoption of Survey Revisions**. Speaker: Chair D'Agostino (Explanatory Document: Survey Revisions) (Discussion and Action)

   Chair D'Agostino and Coordinator Hui reported that as part of the 2011 Survey revisions, a set of alternate questions have been produced for agencies and organizations that own or manage city trees and for those that support urban forest programming through policy, technical assistance or funding. A discussion was held on how to identify the City open space network and past agency response to the survey. Council Members provided recommendations for additions to the agency contact list. Next steps include surveying agencies and producing the Annual Report for approval by the Urban Forestry Council before submission to the Board of Supervisors and Mayor.

Upon Motion by Member Vargas, second by Member Sherwin, the 2011 Urban Forestry Council Annual Report Survey Revisions were approved without objection (AYES: Chair D'Agostino, Vice Chair Hillson, Members Buck, Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Member Flanagan)

6. **Formation of Work Group for Tree of the Month Campaign, Annual Review of Recommended Street Tree List, and Street Tree List Informational Pamphlet.** Speaker: Chair D'Agostino (Discussion)

Chair D'Agostino reported on the Urban Forestry Council's work plan goal to annually review San Francisco's Recommended Street Tree and suggested that a Work Group be formed to work on the Recommended Street Tree List, the Tree of the Month campaign, and a Guide to the Street Trees of San Francisco all at the same time. She reported that she would be working with PG&E on the preparation of the guide for San Francisco that would contain similar content to the one that was prepared for the City of Davis. The Tree Guide was distributed for reference.

The Council held a discussion on how the Recommended Street Tree list and the Guide would meet the Council's objectives to increase its visibility and serve as an educational tool. Additional discussion was held about potential printing costs, funding sources, work group participants, target audience, and brochure content. Next steps include distribution of (1) the Recommended Street Tree List to Council Members for review and comment, and (2) list of percentage of tree species planted by the Bureau of Urban Forestry and Friends of the Urban Forest.

Public Comment: Mr. Scheid stated that this project could potentially be funded by a CalFire grant.

7. **Review of Urban Forestry Council Goals and Objectives.** The Council will review their goals and objectives and outline projects for the upcoming year. (Explanatory Document: Review of Urban Forestry Council responsibilities and goals from the Environment and Public Works Code) (Discussion and Possible Action)

The Council discussed how best to prioritize its work for the coming year based on responsibilities and goals set forth by the Environment and Public Works Codes as outlined in the explanatory documents. Upon Motion by Chair D'Agostino, second by Member Sullivan, the Council approved (1) reformatting of the explanatory document; (2) that at its September 15, 2011 meeting, the Planning and Funding Committee would prepare an organizational framework for the annual work plan review to be held during the regularly scheduled meeting in December (3) that Council members will use the explanatory document to make preliminary decisions about what items are highest priority before the discussion at the meeting in December. (AYES: Chair D'Agostino, Vice Chair Hillson, Members Buck, Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Member Flanagan)

8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

   Council Coordinator Hui asked Mr. Scheid to discuss potential grant opportunities for the Urban Forestry Council. Mr. Scheid reported on urban and community forestry grant opportunities, process, timeline, requirements, and coordination with other City agencies. A discussion was also held on Strategic Growth Council grant opportunities.

9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the August 18, 2011 meeting. The next meeting is scheduled for Thursday, September 15, 2011, 4:15 p.m. at City Hall, Room 421. Committee Chair Buck reported on the August 18, 2011 meeting on goals and objectives, relinquishment of DPW tree maintenance, tree of the month, street tree list, informational pamphlet, Annual Urban Forest Report and Survey, Van Ness Bus Rapid Transit project. The September 15, 2011 meeting agenda will include review of the Urban Forestry goals and objectives.

   Landmark Tree Ad Hoc Committee Report. Chair's Report for the August 9, 2011 Meeting. Committee Members reported that the Landmark Tree Committee at its August 9, 2011 meeting suggested revisions to Landmark Tree Evaluation Criteria and Nomination form. Council Coordinator Hui reported that legal counsel would be writing amendments to the Public Works Code to present to the Department of Public Works. The Landmark Tree Committee would review and approve revisions to landmark tree criteria and forms at its next meeting on September 13, 2011.

10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair D'Agostino reported that (1) the Bus Rapid Transit District's public meeting was postponed until the completion of the Environmental Impact process. Interested Council Members were asked to review the Plan and provide comment. She suggested that the Council consider writing a letter of support on a particular proposal; (2) she has been working on filling the Golden Gate National Recreation Area (GGNRA) and Recreation and Park Department open seats to the Council and the possibility of filling the seat with a Presidio appointment.

11. **Urban Forestry Council Member Announcements.** (Information and Discussion) Chair D'Agostino reported on the conference at Stanford on *Oaks and the Landscape* authored by Member Costello.

12. **New Business/Future Agenda Items.** (Information and Discussion) Vice-Chair Hillson requested a Planning Department presentation on the Recreation and Open Space Element (ROSE) at the Council's September 23, 2011 meeting and agreed to present to

the Council her ideas on important elements of the Plan. Member Sider discussed opportunities for Council and individual comment on the Plan. Coordinator Hui suggested that the Council prepare a position Resolution on the ROSE before the end of the public comment period. Member Muraoka suggested a future presentation on the California Department of Parks and Recreation Candlestick Point State Recreation Area Plan.

13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

Mr. James Scheid reported that the 2011 California Urban Forest Council (CAUFC) and California Relief will be holding an annual conference on Friday, September 16 in Palo Alto and additional sessions will be held the following Saturday. He stated that the plan is to create a Bay Area Chapter meeting to plan local workshops throughout the year and asked for Council input. The website for additional information is www.CAUFC.org. Chair D'Agostino discussed CAUFC membership opportunities and benefits.

14. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:20 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, September 23, 2011, at 8:30 a.m. at City Hall, Room 400, San Francisco, CA 94102.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

SF Environment

Our home. Our city. Our planet.

EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL RESCHEDULED MEETING
APPROVED MINUTES

TUESDAY, AUGUST 23, 2011, 6:00 P.M.
OFFICES OF THE SAN FRANCISCO PLANNING DEPARTMENT
1650 MISSION STREET, ROOM 528
SAN FRANCISCO, CA 94103

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ORDER OF BUSINESS

The August 23, 2011 Urban Forestry Council meeting location was rescheduled from Room 416, San Francisco City Hall, to the Offices of the San Francisco Planning Department.

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:00 p.m. Present: Council Chair D'Agostino, Vice Chair Hillson, Council Members Buck (6:10), Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas. Advisory Member Present: Member Muraoka. Excused: Member Flanagan; Advisory Member Absent: Member Barrow.

2. **Adoption of Minutes of the June 28, 2011Urban Forestry Council Regular Meeting.** (Explanatory Document: June 28, 2011 Draft Minutes) (Discussion and Action) Upon Motion by Member Sutherland, second by Chair D'Agostino, the June 28, 2011 Meeting Minutes were approved without objection (AYES: Chair D'Agostino, Vice Chair Hillson, Members Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Members Buck and Flanagan)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. Mr. James Scheid, Urban Forester, Bay Area Coordinator for CalFire, introduced himself and reported on CalFire's new office location. Ms. Carla Short, Urban Forester for the Department of Public Works (DPW) reported that DPW staff and its Deputy City Attorney are now reviewing the landmark grove proposal and hope to provide feedback in the near

future. DPW would also be reviewing landmark grove criteria and the grove nomination form.

Item 5 was heard before Item 4.

4. **Update on Department of Public Works (DPW) Street Tree Maintenance Plan**. Speaker: Ms. Carla Short, Department of Public Works Urban Forester (Informational Presentation and Discussion)

   Urban Forester Short reported that as part of the Department of Public Work's budget proposal plan to the Mayor's Office, maintenance responsibility of approximately 23,000 street trees will be transferred from DPW to adjacent property owners. It was explained that this plan is not the preferred course of action and is being proposed because (1) DPW has been faced with systematic budget cuts for the past several years that has resulted in an unsustainable pruning cycle; (2) to bring work in line with available resources; (3) two-thirds of City trees are already the responsibility of adjacent property owners; and (4) a long-term funding mechanism for tree maintenance has not been identified. She explained that the Public Works Code outlines the process for implementation that includes tree examination before relinquishment, public noticing requirements, and public hearing process.

   A discussion was held on the proposed schedule for relinquishment, funding source allocations, potential funding mechanisms for tree maintenance, and the importance of preparation of studies to establish the impacts that private versus public maintenance may have on the health of the urban forest. Ms. Short reported on trees that DPW would continue to maintain that include trees planted as part of specific tree planting programs whereby promises have been made to homeowners to maintain trees and trees in the median. The Frequently Asked Questions, Fact Sheet, and PowerPoint presentation to the Board of Supervisors Neighborhood Services Committee are located on the Department of Public Works website.

5. **Planning for the 2011 Urban Forestry Council Annual Report and Adoption of Survey Revisions**. Speaker: Chair D'Agostino (Explanatory Document: Survey Revisions) (Discussion and Action)

   Chair D'Agostino and Coordinator Hui reported that as part of the 2011 Survey revisions, a set of alternate questions have been produced for agencies and organizations that own or manage city trees and for those that support urban forest programming through policy, technical assistance or funding. A discussion was held on how to identify the City open space network and past agency response to the survey. Council Members provided recommendations for additions to the agency contact list. Next steps include surveying agencies and producing the Annual Report for approval by the Urban Forestry Council before submission to the Board of Supervisors and Mayor.

Upon Motion by Member Vargas, second by Member Sherwin, the 2011 Urban Forestry Council Annual Report Survey Revisions were approved without objection (AYES: Chair D'Agostino, Vice Chair Hillson, Members Buck, Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Member Flanagan)

6. **Formation of Work Group for Tree of the Month Campaign, Annual Review of Recommended Street Tree List, and Street Tree List Informational Pamphlet.** Speaker: Chair D'Agostino (Discussion)

Chair D'Agostino reported on the Urban Forestry Council's work plan goal to annually review San Francisco's Recommended Street Tree and suggested that a Work Group be formed to work on the Recommended Street Tree List, the Tree of the Month campaign, and a Guide to the Street Trees of San Francisco all at the same time. She reported that she would be working with PG&E on the preparation of the guide for San Francisco that would contain similar content to the one that was prepared for the City of Davis. The Tree Guide was distributed for reference.

The Council held a discussion on how the Recommended Street Tree list and the Guide would meet the Council's objectives to increase its visibility and serve as an educational tool. Additional discussion was held about potential printing costs, funding sources, work group participants, target audience, and brochure content. Next steps include distribution of (1) the Recommended Street Tree List to Council Members for review and comment, and (2) list of percentage of tree species planted by the Bureau of Urban Forestry and Friends of the Urban Forest.

Public Comment: Mr. Scheid stated that this project could potentially be funded by a CalFire grant.

7. **Review of Urban Forestry Council Goals and Objectives.** The Council will review their goals and objectives and outline projects for the upcoming year. (Explanatory Document: Review of Urban Forestry Council responsibilities and goals from the Environment and Public Works Code) (Discussion and Possible Action)

The Council discussed how best to prioritize its work for the coming year based on responsibilities and goals set forth by the Environment and Public Works Codes as outlined in the explanatory documents. Upon Motion by Chair D'Agostino, second by Member Sullivan, the Council approved (1) reformatting of the explanatory document; (2) that at its September 15, 2011 meeting, the Planning and Funding Committee would prepare an organizational framework for the annual work plan review to be held during the regularly scheduled meeting in December (3) that Council members will use the explanatory document to make preliminary decisions about what items are highest priority before the discussion at the meeting in December. (AYES: Chair D'Agostino, Vice Chair Hillson, Members Buck, Costello, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Member Flanagan)

8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

   Council Coordinator Hui asked Mr. Scheid to discuss potential grant opportunities for the Urban Forestry Council. Mr. Scheid reported on urban and community forestry grant opportunities, process, timeline, requirements, and coordination with other City agencies. A discussion was also held on Strategic Growth Council grant opportunities.

9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the August 18, 2011 meeting. The next meeting is scheduled for Thursday, September 15, 2011, 4:15 p.m. at City Hall, Room 421. Committee Chair Buck reported on the August 18, 2011 meeting on goals and objectives, relinquishment of DPW tree maintenance, tree of the month, street tree list, informational pamphlet, Annual Urban Forest Report and Survey, Van Ness Bus Rapid Transit project. The September 15, 2011 meeting agenda will include review of the Urban Forestry goals and objectives.

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11. **Urban Forestry Council Member Announcements**. (Information and Discussion) Chair D'Agostino reported on the conference at Stanford on *Oaks and the Landscape* authored by Member Costello.

12. **New Business/Future Agenda Items**. (Information and Discussion) Vice-Chair Hillson requested a Planning Department presentation on the Recreation and Open Space Element (ROSE) at the Council's September 23, 2011 meeting and agreed to present to

the Council her ideas on important elements of the Plan. Member Sider discussed opportunities for Council and individual comment on the Plan. Coordinator Hui suggested that the Council prepare a position Resolution on the ROSE before the end of the public comment period. Member Muraoka suggested a future presentation on the California Department of Parks and Recreation Candlestick Point State Recreation Area Plan.

13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

Mr. James Scheid reported that the 2011 California Urban Forest Council (CAUFC) and California Relief will be holding an annual conference on Friday, September 16 in Palo Alto and additional sessions will be held the following Saturday. He stated that the plan is to create a Bay Area Chapter meeting to plan local workshops throughout the year and asked for Council input. The website for additional information is www.CAUFC.org. Chair D'Agostino discussed CAUFC membership opportunities and benefits.

14. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:20 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, September 23, 2011, at 8:30 a.m. at City Hall, Room 400, San Francisco, CA 94102.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: September 23, 2011

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Friday, September 23, 2011, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka, San Francisco Redevelopment Agency; San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the August 23, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: August 23, 2011 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Planning Department Presentation on the Recreation and Open Space Element (ROSE) and Implementation Plan.** Sponsor: Vice-Chair Hillson; Speaker: Susan Exline, Planner, Citywide Policy, San Francisco Planning Department (Informational Presentation and Discussion)
5. **Urban Forestry Council Review and Approval of Draft Resolution File 2011-08-UFC in support of the Recreation and Open Space Element of the General Plan.** (Explanatory Document: Draft Resolution File No. 2011-08-UFC) (Discussion and Action)

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

6. **Informational Presentation on Grey2Green.** Speaker: Markos Major, Program Intern, San Francisco Botanical Garden (Informational Presentation and Discussion)
7. **Review of Urban Forestry Council Annual Work Plan Meeting Framework.** (Informational Report and Discussion)
8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the September 15, 2011 meeting. The next meeting will be a special meeting scheduled for Monday, October 17, 2011, 4:15 p.m., location to be announced. The Thursday, October 20, 2011 Regular Meeting will be cancelled.
   Landmark Tree Ad Hoc Committee Report.
10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
11. **Urban Forestry Council Member Announcements.** (Information and Discussion)
12. **New Business/Future Agenda Items.** (Information and Discussion)
13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
14. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 25, 2011 at 6:00 p.m., Room 416, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the

agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: September 19, 2011

SF Environment

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Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL RESCHEDULED MEETING
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FRIDAY, SEPTEMBER 23, 2011, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:35 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Council Members Buck, Flanagan, Sider, Sutherland, Vargas, Barrow, Muraoka, and Sherwin; Absent: Members Costello and Hillan; Excused: Member Sullivan.

2. **Adoption of Minutes of the August 23, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: August 23, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Flanagan, the September 23, 2011 Meeting Minutes were approved without objection. (AYES: Chair D'Agostino, Vice-Chair Hillson, Council Members Buck, Flanagan, Sider, Sutherland, Vargas, Barrow, Muraoka; Absent: Members Costello, Hillan, and Sherwin)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Mr. Frank Mason questioned why the Department of Public Works planted trees in District 8 as part of tree planting programs when statistics cited in the Urban Forest Report on tree-counts reflect other San Francisco districts with a much lower tree canopy. He questioned the logic behind a "one-size-fits-all policy" that residents are required to have a tree whether they want one or not, and that the needs of the disabled, seniors, and caregivers who are not able to care for trees were not taken into account. Mr. Mason discussed the Department of Public Work's proposed plan for relinquishment of tree maintenance to property owners and questioned why this program was implemented without a vision of how funding would be acquired to provide maintenance for trees planted as part of the tree-planting programs.

4. **Planning Department Presentation on the Recreation and Open Space Element (ROSE) and Implementation Plan.** (Explanatory Documents: (Link to ROSE and Implementation Plan: and Public Comment) Sponsor: Vice-Chair Hillson; Speaker: Susan Exline, Planner, Citywide Policy, San Francisco Planning Department (Informational Presentation and Discussion)

   Ms. Exline presented a brief history and overview of the San Francisco General Plan and the Recreation and Open Space Element (ROSE) of the General Plan. She provided a description of guiding principles, objectives, and policies of the Draft Plan, process, and timeline for adoption. A final draft of the Plan is scheduled for release in mid-October and will be before the Planning Commission at a public hearing. Adoption of the Plan is scheduled for November or December. A schedule will be finalized next week and available on www.sfplanning.org.

   Council Members discussed the role of the urban forest in open space and informed Ms. Exline that suggestions within the Urban Forestry Council's purview would be provided. Ms. Exline confirmed that comments should be submitted by September 30 so they can be incorporated into the final draft.

   Item 6 was heard before Item 5.

5. **Urban Forestry Council Review and Approval of Draft Resolution File 2011-08-UFC in support of the Recreation and Open Space Element of the General Plan.** (Explanatory Document: Draft Resolution File No. 2011-08-UFC and Attachment A) (Discussion and Action)

   Upon Motion by Member Sider, second by Member Flanagan, Draft Resolution File 2011-08-UFC and Attachment A were amended as reflected in explanatory documents Resolution 008-11-UFC and Attachment A to Resolution. (AYES: Council Members D'Agostino, Hillson, Flanagan, Sherwin, Sider, Sutherland, and Vargas; Absent: Members Buck, Costello, Hillan, and Sullivan)

6. **Informational Presentation on Grey2Green.** Speaker: Markos Major, Program Intern, San Francisco Botanical Garden (Explanatory Documents: Link to Program: http://www.sfbotanicalgarden.org/Grey2Green/index.html; Link to Poster: Here is the link to the contest poster http://www.sfbotanicalgarden.org/Grey2Green/contest.html; Link to the DPW website http://www.sfdpw.org/index.aspx?page=1350 (Informational Presentation and Discussion)

   Mr. Major, reported on his role as part of a team in partnership with the Department of Public Works Bureau of Urban Forestry and the San Francisco Botanical Garden working on the Grey2Green sidewalk landscaping project. He reported that this was the first year of the program, and additional grant funding would be applied for to continue the program next year. He discussed topics such as program goals and challenges, details of permitting and installation requirements, and the Grey2Green contest.

   Council Members asked questions and provided feedback. Council Members requested that Mr. Major email links to the DPW website, the poster describing the G2G contest, and an invitation to the Argonne call to action. Mr. Major invited Council Members to an unveiling of a demonstration garden at Argonne Elementary School on October 21 at 1 p.m. and reported on Grey2Green classes held every second Saturday.

The Council Meeting adjourned at this time due to a loss of quorum.

7. **Review of Urban Forestry Council Annual Work Plan Meeting Framework.** (Explanatory Documents: Strategic Planning Process Work Plan Follow-up and Notes and Urban Forestry Council Environment and Public Works Code Sections) (Informational Report and Discussion) This agenda item was not heard at this time.

8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion). This agenda item was not heard at this time
9. **Committee Reports:** (Informational Reports and Discussion) This agenda item was not heard at this time.
   Planning & Funding Committee. Chair's Report on the September 15, 2011 meeting. The next meeting will be a special meeting scheduled for Monday, October 17, 2011, 4:15 p.m., location to be announced. The Thursday, October 20, 2011 Regular Meeting will be cancelled.
   Landmark Tree Ad Hoc Committee Report.
10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)This agenda item was not heard at this time.
11. **Urban Forestry Council Member Announcements**. (Information and Discussion) This agenda item was not heard at this time.
12. **New Business/Future Agenda Items.** (Information and Discussion) This agenda item was not heard at this time.
13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. This agenda item was not heard at this time.
14. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:20 a.m. due to a loss of quorum.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 25, 2011 at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES-Corrected

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OCT 11 2011

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FRIDAY, SEPTEMBER 23, 2011, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:35 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Council Members Buck, Flanagan, Sider, Sutherland, Vargas, Barrow, Muraoka, and Sherwin; Absent: Members Costello and Hillan; Excused: Member Sullivan.

2. **Adoption of Minutes of the August 23, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: August 23, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Flanagan, the September 23, 2011 Meeting Minutes were approved without objection. (AYES: Chair D'Agostino, Vice-Chair Hillson, Council Members Buck, Flanagan, Sider, Sutherland, and Vargas; Absent: Members Costello, Hillan, and Sherwin)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Mr. Frank Mason questioned why the Department of Public Works planted trees in District 8 as part of tree planting programs when statistics cited in the Urban Forest Report on tree-counts reflect other San Francisco districts with a much lower tree canopy. He questioned the logic behind a "one-size-fits-all policy" that residents are required to have a tree whether they want one or not, and that the needs of the disabled, seniors, and caregivers who are not able to care for trees were not taken into account. Mr. Mason discussed the Department of Public Work's proposed plan for relinquishment of tree maintenance to property owners and questioned why this program was implemented without a vision of how funding would be acquired to provide maintenance for trees planted as part of the tree-planting programs.

4. **Planning Department Presentation on the Recreation and Open Space Element (ROSE) and Implementation Plan.** (Explanatory Documents: (Link to ROSE and Implementation Plan: and Public Comment) Sponsor: Vice-Chair Hillson; Speaker: Susan Exline, Planner, Citywide Policy, San Francisco Planning Department (Informational Presentation and Discussion)

   Ms. Exline presented a brief history and overview of the San Francisco General Plan and the Recreation and Open Space Element (ROSE) of the General Plan. She provided a description of guiding principles, objectives, and policies of the Draft Plan, process, and timeline for adoption. A final draft of the Plan is scheduled for release in mid-October and will be before the Planning Commission at a public hearing. Adoption of the Plan is scheduled for November or December. A schedule will be finalized next week and available on www.sfplanning.org.

   Council Members discussed the role of the urban forest in open space and informed Ms. Exline that suggestions within the Urban Forestry Council's purview would be provided. Ms. Exline confirmed that comments should be submitted by September 30 so they can be incorporated into the final draft.

   Item 6 was heard before Item 5.

5. **Urban Forestry Council Review and Approval of Draft Resolution File 2011-08-UFC in support of the Recreation and Open Space Element of the General Plan.** (Explanatory Document: Draft Resolution File No. 2011-08-UFC and Attachment A) (Discussion and Action)

   Upon Motion by Member Sider, second by Member Flanagan, Draft Resolution File 2011-08-UFC and Attachment A were amended as reflected in explanatory documents Resolution 008-11-UFC and Attachment A to Resolution. (AYES: Council Members D'Agostino, Hillson, Flanagan, Sherwin, Sider, Sutherland, and Vargas; Absent: Members Buck, Costello, Hillan, and Sullivan)

6. **Informational Presentation on Grey2Green.** Speaker: Markos Major, Program Intern, San Francisco Botanical Garden (Explanatory Documents: Link to Program: http://www.sfbotanicalgarden.org/Grey2Green/index.html; Link to Poster: Here is the link to the contest poster http://www.sfbotanicalgarden.org/Grey2Green/contest.html; Link to the DPW website http://www.sfdpw.org/index.aspx?page=1350 (Informational Presentation and Discussion)

   Mr. Major, reported on his role as part of a team in partnership with the Department of Public Works Bureau of Urban Forestry and the San Francisco Botanical Garden working on the Grey2Green sidewalk landscaping project. He reported that this was the first year of the program, and additional grant funding would be applied for to continue the program next year. He discussed topics such as program goals and challenges, details of permitting and installation requirements, and the Grey2Green contest.

   Council Members asked questions and provided feedback. Council Members requested that Mr. Major email links to the DPW website, the poster describing the G2G contest, and an invitation to the Argonne call to action. Mr. Major invited Council Members to an unveiling of a demonstration garden at Argonne Elementary School on October 21 at 1 p.m. and reported on Grey2Green classes held every second Saturday.

The Council Meeting adjourned at this time due to a loss of quorum.

7. **Review of Urban Forestry Council Annual Work Plan Meeting Framework.** (Explanatory Documents: Strategic Planning Process Work Plan Follow-up and Notes and Urban Forestry Council Environment and Public Works Code Sections) (Informational Report and Discussion) This agenda item was not heard at this time.

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   Planning & Funding Committee. Chair's Report on the September 15, 2011 meeting. The next meeting will be a special meeting scheduled for Monday, October 17, 2011, 4:15 p.m., location to be announced. The Thursday, October 20, 2011 Regular Meeting will be cancelled.
   Landmark Tree Ad Hoc Committee Report.
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14. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:20 a.m. due to a loss of quorum.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 25, 2011 at 6:00 p.m., Room 416, San Francisco City Hall.

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

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OCT 27 2011

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FRIDAY, SEPTEMBER 23, 2011, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:35 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Council Members Buck, Flanagan, Sider, Sutherland, Vargas, Barrow, Muraoka, and Sherwin; Absent: Members Costello and Hillan; Excused: Member Sullivan.

2. **Adoption of Minutes of the August 23, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: August 23, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Flanagan, the September 23, 2011 Meeting Minutes were approved without objection. (AYES: Chair D'Agostino, Vice-Chair Hillson, Council Members Buck, Flanagan, Sider, Sutherland, and Vargas; Absent: Members Costello, Hillan, and Sherwin)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Mr. Frank Mason questioned why the Department of Public Works planted trees in District 8 as part of tree planting programs when statistics cited in the Urban Forest Report on tree-counts reflect other San Francisco districts with a much lower tree canopy. He questioned the logic behind a "one-size-fits-all policy" that residents are required to have a tree whether they want one or not, and that the needs of the disabled, seniors, and caregivers who are not able to care for trees were not taken into account. Mr. Mason discussed the Department of Public Work's proposed plan for relinquishment of tree maintenance to property owners and questioned why this program was implemented without a vision of how funding would be acquired to provide maintenance for trees planted as part of the tree-planting programs.

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   Council Members discussed the role of the urban forest in open space and informed Ms. Exline that suggestions within the Urban Forestry Council's purview would be provided. Ms. Exline confirmed that comments should be submitted by September 30 so they can be incorporated into the final draft.

   Item 6 was heard before Item 5.

5. **Urban Forestry Council Review and Approval of Draft Resolution File 2011-08-UFC in support of the Recreation and Open Space Element of the General Plan.** (Explanatory Document: Draft Resolution File No. 2011-08-UFC and Attachment A) (Discussion and Action)

   Upon Motion by Member Sider, second by Member Flanagan, Draft Resolution File 2011-08-UFC and Attachment A were amended as reflected in explanatory documents Resolution 008-11-UFC and Attachment A to Resolution. (AYES: Council Members D'Agostino, Hillson, Flanagan, Sherwin, Sider, Sutherland, and Vargas; Absent: Members Buck, Costello, Hillan, and Sullivan)

6. **Informational Presentation on Grey2Green.** Speaker: Markos Major, Program Intern, San Francisco Botanical Garden (Explanatory Documents: Link to Program: http://www.sfbotanicalgarden.org/Grey2Green/index.html; Link to Poster: Here is the link to the contest poster http://www.sfbotanicalgarden.org/Grey2Green/contest.html; Link to the DPW website http://www.sfdpw.org/index.aspx?page=1350 (Informational Presentation and Discussion)

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9. **Committee Reports:** (Informational Reports and Discussion) This agenda item was not heard at this time.
   Planning & Funding Committee. Chair's Report on the September 15, 2011 meeting. The next meeting will be a special meeting scheduled for Monday, October 17, 2011, 4:15 p.m., location to be announced. The Thursday, October 20, 2011 Regular Meeting will be cancelled.
   Landmark Tree Ad Hoc Committee Report.
10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)This agenda item was not heard at this time.
11. **Urban Forestry Council Member Announcements**. (Information and Discussion) This agenda item was not heard at this time.
12. **New Business/Future Agenda Items.** (Information and Discussion) This agenda item was not heard at this time.
13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. This agenda item was not heard at this time.
14. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:20 a.m. due to a loss of quorum.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 25, 2011 at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: October 25, 2011

SF Environment
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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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OCT 11 2011

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NOTICE OF PROPOSED AMENDMENT TO THE BYLAWS OF THE SAN FRANCISCO URBAN FORESTRY COUNCIL TO BE ACTED UPON AT THE REGULAR MEETING OF OCTOBER 25, 2011 at 6:00 P.M.
CITY HALL, ROOM 416
SAN FRANCISCO, CA 94102

This notice is issued pursuant to Article XI – Amendment of Bylaws of the San Francisco Urban Forestry Council requiring circulation of proposed amendments in writing to all Council Members and noticed to the public at least ten (10) days prior to such meeting. The Urban Forestry Council will discuss and vote on amending "Article VIII – Committees, Section 4 –Standing Committees, to change the meeting schedule of Urban Forestry Council Planning and Funding Committee meetings as follows:

Article VIII – Committees

Section 4: Standing Committees

The Council shall have one standing (1) Planning and Funding Committee and one Ad Hoc committee (2) called the Landmark Tree Committee. The Landmark Tree Committee shall have five members and shall meet as needed on the second Tuesday of the month, in City Hall, Room 421, San Francisco. The Planning and Funding Committee shall have five members and shall meet on the ~~**third Thursday**~~ **first Monday** of each month ~~**from 4:15 p.m. to 5:45 p.m.**~~ **starting at 4:00 p.m. with the exception of November. There will not be a meeting in November. The Committee shall meet** in City Hall, Room 421, San Francisco. A notice and agenda for the Planning and Funding Committee meeting will be posted at least 72 hours before the meeting. A notice for the Landmark Tree Committee meeting will be posted 15 days before the meeting and an agenda will be posted at least 72 hours before the meeting. This information shall be posted on the Department of the Environment's website.

This is to certify that the above notice was issued and posted on Monday, October 11, 2011.

Monica Fish, Urban Forestry Council Secretary

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Tuesday, October 25, 2011, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka, San Francisco Redevelopment Agency; San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the September 23, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: September 23, 2011 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **City and County of San Francisco Legislative Process.** Sponsor: Chair D'Agostino, Speaker: Guillermo Rodriguez, Department of the Environment (Informational Presentation and Discussion)

Department of the Environment, City and County of San Francisco
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

5. **Review and Approval of Draft Resolution File 2011-09-UFC amending the Urban Forestry Council Bylaws to change the meeting schedule of the Urban Forestry Council Planning and Funding Committee.** Sponsor and Speaker: Chair D'Agostino (Explanatory Documents: Draft Resolution and Notice of Proposed Bylaws Amendment) (Discussion and Action)
6. **Review of Urban Forestry Council Annual Work Plan Meeting Framework.** (Explanatory Document: Urban Forestry Council Prioritized Work Plan Goals) (Continued from the September 23, 2011 Meeting) (Informational Report and Discussion)
7. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
8. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the October 17, 2011meeting. The next meeting date and time to be announced.
   Landmark Tree Ad Hoc Committee Report.
9. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
10. **Urban Forestry Council Member Announcements.** (Information and Discussion)
11. **New Business/Future Agenda Items.** (Information and Discussion)
12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
13. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, December 9, 2011 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415)

923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting.

Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: October 18, 2011

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Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES

TUESDAY, OCTOBER 25, 2011, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:08 p.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Muraoka, Sherwin, Sider, and Sutherland; Absent: Member Sullivan; Excused: Members Barrow, Flanagan, Hillan, and Vargas.

2. **Adoption of Minutes of the September 23, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: September 23, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Vice-Chair Hillson, second by Member Sutherland, the September 23, 2011 Meeting Minutes were approved without objection. (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, and Sutherland; Absent: Members Flanagan, Hillan, Sullivan and Vargas)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

4. **City and County of San Francisco Legislative Process.** Sponsor: Chair D'Agostino, Speaker: Guillermo Rodriguez, Department of the Environment (Informational Presentation and Discussion)

   Mr. Guillermo Rodriguez reported on his work at the Department of the Environment managing the Department's policy agenda and communications and interacting with Department of the Environment staff, Board of Supervisors and local, state and national agencies. Mr. Rodriguez discussed the local legislative process and efforts that go into developing and moving public policy forward in San Francisco through Ordinances, Resolutions, Motions, the influence of the media, Boards and Commissions, City Departments, and policy advocates. He referred Council Members to the mechanics of the process that can be found in the Legislative Handbook explanatory document. Additional topics of discussion included the work that should be accomplished in order to advance ideas forward through researching best practices, activities

of other jurisdictions, impact on stakeholders, costs, timeline, identifying who would be responsible, and providing direction on implementation.

Mr. Rodriguez discussed the different role of regulatory, advisory, and policy Commissions and the Controller's Office role in providing feasibility reports on costs associated with public policy. He explained that the Council's responsibility is to decide what ideas it would like to introduce, prioritize activities, and then consider the mechanics. Chair D'Agostino suggested that the Council discuss the legislative process at its December meeting as a way to frame the conversation for identifying actions items on projects.

5. **Review and Approval of Draft Resolution File 2011-09-UFC amending the Urban Forestry Council Bylaws to change the meeting schedule of the Urban Forestry Council Planning and Funding Committee.** Sponsor and Speaker: Chair D'Agostino (Explanatory Documents: Draft and Final Resolution 009-11-UFC, Notice of Proposed Bylaws, Amended Bylaws) (Discussion and Action)

6. Upon Motion by Member Sutherland, second by Member Sider, Draft Resolution File 2011-09-UFC amending the Urban Forestry Council Bylaws to change the meeting schedule of the Urban Forestry Council Planning and Funding Committee from the third Thursday of each month from 4:15 p.m. - 5:45 p.m. to the first Monday of each month starting at 4:00 p.m. with the exception of November has been approved. There will not be a meeting of the Committee in November. (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, and Sutherland; Absent: Members Flanagan, Hillan, Sullivan and Vargas)

7. **Review of Urban Forestry Council Annual Work Plan Meeting Framework.** (Explanatory Document: Urban Forestry Council Prioritized Work Plan Goals) (Continued from the September 23, 2011 Meeting) (Informational Report and Discussion)

Chair D'Agostino reported that the Planning and Funding Committee reviewed the Urban Forestry Council Prioritized Work Plan Goals at its October 17 meeting. She explained that there are three highest-priority goals listed on page one of the explanatory document, and "wild card" topics to consider adding to the three highest-ranked goals on the second page. She reported that the Council has two ongoing annual deliverables of reviewing the Recommended Street Tree List and preparation of the Annual Urban Forest Report.

Chair D'Agostino acknowledged the Council's achievements from last year that include (1) reducing the full Council meeting schedule by creating working groups. This resulted in savings of staff and volunteer time and resources; (2) beginning to reorganize the Recommended Street Tree List into a more organized user-friendly pamphlet; (3) refining Annual Report questions and identifying ways to gather a database of information; (4) identifying and reviewing major plans, e.g. Bus Rapid Transit and Recreation and Open Space Element; (5) not organizing and holding an annual pruning workshop in order to focus activities more related to Urban Forestry Council work; and (6) filling Council member seats and working cooperatively with members.

Chair D'Agostino reviewed goals from last year (1) to increase visibility and communication to increase Council credibility and influence with key decision makers; and (2) to educate the public and activate/empower citizen groups. Council Members were asked to consider whether to move these goals forward to the coming year. Council Members discussed whether Work Plan Goal 10 to "Advise the Mayor, Board of Supervisors, City departments and Commissions on urban forestry concerns" should be moved to the first prioritized list of goals or

should be considered an action item for each of the highest-ranked goals. Chair D'Agostino moved, second by Member Sherwin that the Council focus on the three highest-ranked goals at its December 9 meeting and discuss moving forward the goal from last year embodied in Goal10. The Council would also brainstorm achievable action items for moving goals forward in the coming year. (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, and Sutherland; Absent: Members Flanagan, Hillan, Sullivan and Vargas)

8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion).

   Chair D'Agostino provided a staff report on the status of the Urban Forest Council Annual Report during the Planning and Funding Committee report agenda item.

9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the October 17, 2011 meeting. The next meeting date and time to be announced.

   Chair D'Agostino substituted as Chair for Committee Chair Buck at the October 17 meeting. She reported that the Planning and Funding Committee discussed the Annual Work Plan framework, reviewed and continued for discussion an annual review of the Council Bylaws, and discussed the status of the Urban Forest Annual Report. She reported that the Committee suggested extending the September timeline for submission of the report in order to allow more time for agency response and to produce a better quality report. In addition, a new survey was sent to groups that are more policy-based and do not directly work on trees. The deadline for receipt of responses was extended to November 10th or 11. A Work Group will be formed to review responses during the last week of November or first week of December. The Council will hold a discussion on the information that has been gathered for the Annual Report at its December 9 meeting.

   Landmark Tree Ad Hoc Committee Report. The Landmark Tree Committee did not meet in September or October. A report was not issued at this time.

10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion). No Chair's announcements were made at this time.

11. **Urban Forestry Council Member Announcements**. (Information and Discussion)

    Member Buck announced that Council Members were sent an email with information on the Department of Public Work's (DPW) monthly tree removal and administrative hearings. He reported that DPW has created a temporary position to enforce Article 11 of the Urban Forest Ordinance that will be funded through fines that are issued. There will now be two meetings each month instead of one because of the number of violations and schedule backlog. Member Buck announced that fines were upheld for trees that were excessively pruned to allow for billboard viewing. He asked Council members to call in tree violations to 311. Member Hillson suggested that DPW archive hearing results. She inquired whether DPW has received applications to remove trees in order to install AT&T boxes. Member Buck stated that he was unaware of applications received for these installations.

Member Costello asked that a transcript of Mr. Rodriguez's presentation on the legislative process be prepared as a guide for the Council. Chair D'Agostino stated that she would prepare a distillation that she would ask Mr. Rodriguez to review.

12. **New Business/Future Agenda Items.** (Information and Discussion) Chair D'Agostino suggested that Council members consider opportunities to engage with agencies on other urban forestry issues such as climate and stormwater. She suggested that the December meeting include a discussion on what agencies other than the Board of Supervisors and Mayor are working on issues that are important and relevant to Urban Forestry Council work.

13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

14. **Adjournment.** The Urban Forestry Council meeting adjourned at 7:45 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, December 9, 2011 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved:

SF Environment

Our home. Our city. Our planet.

EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

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TUESDAY, OCTOBER 25, 2011, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:08 p.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Muraoka, Sherwin, Sider, and Sutherland; Absent: Member Sullivan; Excused: Members Barrow, Flanagan, Hillan, and Vargas.

2. **Adoption of Minutes of the September 23, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: September 23, 2011 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Vice-Chair Hillson, second by Member Sutherland, the September 23, 2011 Meeting Minutes were approved without objection. (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, and Sutherland; Absent: Members Flanagan, Hillan, Sullivan and Vargas)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

4. **City and County of San Francisco Legislative Process.** Sponsor: Chair D'Agostino, Speaker: Guillermo Rodriguez, Department of the Environment (Informational Presentation and Discussion)

   Mr. Guillermo Rodriguez reported on his work at the Department of the Environment managing the Department's policy agenda and communications and interacting with Department of the Environment staff, Board of Supervisors and local, state and national agencies. Mr. Rodriguez discussed the local legislative process and efforts that go into developing and moving public policy forward in San Francisco through Ordinances, Resolutions, Motions, the influence of the media, Boards and Commissions, City Departments, and policy advocates. He referred Council Members to the mechanics of the process that can be found in the Legislative Handbook explanatory document. Additional topics of discussion included the work that should be accomplished in order to advance ideas forward through researching best practices, activities

of other jurisdictions, impact on stakeholders, costs, timeline, identifying who would be responsible, and providing direction on implementation.

Mr. Rodriguez discussed the different role of regulatory, advisory, and policy Commissions and the Controller's Office role in providing feasibility reports on costs associated with public policy. He explained that the Council's responsibility is to decide what ideas it would like to introduce, prioritize activities, and then consider the mechanics. Chair D'Agostino suggested that the Council discuss the legislative process at its December meeting as a way to frame the conversation for identifying actions items on projects.

5. **Review and Approval of Draft Resolution File 2011-09-UFC amending the Urban Forestry Council Bylaws to change the meeting schedule of the Urban Forestry Council Planning and Funding Committee.** Sponsor and Speaker: Chair D'Agostino (Explanatory Documents: Draft and Final Resolution 009-11-UFC, Notice of Proposed Bylaws, Amended Bylaws) (Discussion and Action)

Upon Motion by Member Sutherland, second by Member Sider, Draft Resolution File 2011-09-UFC amending the Urban Forestry Council Bylaws to change the meeting schedule of the Urban Forestry Council Planning and Funding Committee from the third Thursday of each month from 4:15 p.m. - 5:45 p.m. to the first Monday of each month starting at 4:00 p.m. with the exception of November has been approved. There will not be a meeting of the Committee in November. (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, and Sutherland; Absent: Members Flanagan, Hillan, Sullivan and Vargas)

6. **Review of Urban Forestry Council Annual Work Plan Meeting Framework.** (Explanatory Document: Urban Forestry Council Prioritized Work Plan Goals) (Continued from the September 23, 2011 Meeting) (Informational Report and Discussion)

Chair D'Agostino reported that the Planning and Funding Committee reviewed the Urban Forestry Council Prioritized Work Plan Goals at its October 17 meeting. She explained that there are three highest-priority goals listed on page one of the explanatory document, and "wild card" topics to consider adding to the three highest-ranked goals on the second page. She reported that the Council has two ongoing annual deliverables of reviewing the Recommended Street Tree List and preparation of the Annual Urban Forest Report.

Chair D'Agostino acknowledged the Council's achievements from last year that include (1) reducing the full Council meeting schedule by creating working groups. This resulted in savings of staff and volunteer time and resources; (2) beginning to reorganize the Recommended Street Tree List into a more organized user-friendly pamphlet; (3) refining Annual Report questions and identifying ways to gather a database of information; (4) identifying and reviewing major plans, e.g. Bus Rapid Transit and Recreation and Open Space Element; (5) not organizing and holding an annual pruning workshop in order to focus activities more related to Urban Forestry Council work; and (6) filling Council member seats and working cooperatively with members.

Chair D'Agostino reviewed goals from last year (1) to increase visibility and communication to increase Council credibility and influence with key decision makers; and (2) to educate the public and activate/empower citizen groups. Council Members were asked to consider whether to move these goals forward to the coming year. Council Members discussed whether Work Plan Goal 10 to "Advise the Mayor, Board of Supervisors, City departments and Commissions on urban forestry concerns" should be moved to the first prioritized list of goals or

should be considered an action item for each of the highest-ranked goals. Chair D'Agostino moved, second by Member Sherwin that the Council focus on the three highest-ranked goals at its December 9 meeting and discuss moving forward the goal from last year embodied in Goal10. The Council would also brainstorm achievable action items for moving goals forward in the coming year. (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, and Sutherland; Absent: Members Flanagan, Hillan, Sullivan and Vargas)

7. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion).

Chair D'Agostino provided a staff report on the status of the Urban Forest Council Annual Report during the Planning and Funding Committee report agenda item.

8. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report on the October 17, 2011 meeting. The next meeting date and time to be announced.

Chair D'Agostino substituted as Chair for Committee Chair Buck at the October 17 meeting. She reported that the Planning and Funding Committee discussed the Annual Work Plan framework, reviewed and continued for discussion an annual review of the Council Bylaws, and discussed the status of the Urban Forest Annual Report. She reported that the Committee suggested extending the September timeline for submission of the report in order to allow more time for agency response and to produce a better quality report. In addition, a new survey was sent to groups that are more policy-based and do not directly work on trees. The deadline for receipt of responses was extended to November 10th or 11. A Work Group will be formed to review responses during the last week of November or first week of December. The Council will hold a discussion on the information that has been gathered for the Annual Report at its December 9 meeting.

Landmark Tree Ad Hoc Committee Report. The Landmark Tree Committee did not meet in September or October. A report was not issued at this time.

9. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion). No Chair's announcements were made at this time.

10. **Urban Forestry Council Member Announcements**. (Information and Discussion)

Member Buck announced that Council Members were sent an email with information on the Department of Public Work's (DPW) monthly tree removal and administrative hearings. He reported that DPW has created a temporary position to enforce Article 11 of the Urban Forest Ordinance that will be funded through fines that are issued. There will now be two meetings each month instead of one because of the number of violations and schedule backlog. Member Buck announced that fines were upheld for trees that were excessively pruned to allow for billboard viewing. He asked Council members to call in tree violations to 311. Member Hillson suggested that DPW archive hearing results. She inquired whether DPW has received applications to remove trees in order to install AT&T boxes. Member Buck stated that he was unaware of applications received for these installations.

Member Costello asked that a transcript of Mr. Rodriguez's presentation on the legislative process be prepared as a guide for the Council. Chair D'Agostino stated that she would prepare a distillation that she would ask Mr. Rodriguez to review.

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12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

13. **Adjournment.** The Urban Forestry Council meeting adjourned at 7:45 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, December 9, 2011 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: December 9, 2011

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Friday, December 9, 2011, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka, San Francisco Redevelopment Agency; San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the October 25, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: October 25, 2011Draft Minutes) (Discussion and Action)
3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Update on Annual Urban Forest Report.** (Informal Report and Discussion) Speaker: Chair D'Agostino
5. **Urban Forest Council Strategic Plan** The Council will review work plan goals and identify action items for the coming year. (Explanatory Document: Urban Forestry Council Revised Prioritized Work Plan Goals) (Continued from the October 25, 2011Meeting) (Informational Report, Discussion, and Possible Action)

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

6. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
7. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the December 5, 2011meeting. The next meeting date and time is to be announced.
   Landmark Tree Ad Hoc Committee Report.
8. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
9. **Urban Forestry Council Member Announcements.** (Information and Discussion)
10. **New Business/Future Agenda Items.** (Information and Discussion)
11. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
12. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, January 27, 2011, at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Posted: December 5, 2011

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
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FRIDAY, DECEMBER 9, 2011, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:42 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello (8:45 a.m.), Flanagan, Sherwin, Sullivan (8:43), Sutherland and Vargas; Excused: Member Sider; Absent: Member Hillan; Advisory Member Present: Member Muraoka; Advisory Member Excused: Member Barrow.

2. **Adoption of Minutes of the October 25, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: October 25, 2011Draft and Approved Minutes) (Discussion and Action) Upon Motion by Vice-Chair Hillson, second by Chair D'Agostino, the October 25, 2011 Meeting Minutes were approved without objection (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Flanagan, Sherwin, Sullivan, Sutherland and Vargas; Absent: Members Costello, Hillan and Sider).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

4. **Update on Annual Urban Forest Report.** (Informational Report and Discussion) Speaker: Chair D'Agostino.

   Chair D'Agostino reported on the December Planning and Funding Committee meeting and Work Group discussions on the Annual Urban Forest Report. The Committee discussed format and content for current and future reports, revisions to this year's report, and identified a format to gather information in order to produce quantifiable as

well as qualitative data. This year's survey questions were parsed out to agencies that plant and manage trees and those that are more involved in policy, funding and education. Chair D'Agostino reported on the Work Group's review of the previous year's report responses and relevance to the Council's goals. A report format for this year was agreed upon. A Draft Annual Report would be presented to the Council at its January meeting for review and approval.

5. **Urban Forestry Council Strategic Plan.** The Council will review work plan goals and identify action items for the coming year. (Explanatory Document: Urban Forestry Council Updated Prioritized Work Plan Goals) (Continued from the October 25, 2011Meeting) (Informational Report, Discussion, and Possible Action)

   Council Members reviewed and prioritized the Council's work plan goals and action items for 2012 as follows:

   - Establish a defined schedule of regular reporting from City agencies at Urban Forestry Council meetings.
   - Issue routine Resolutions with findings to help build the Urban Forestry Council as an important component of the review process.
   - Participate in campaigns, e.g., Tree of the Month, Arbor Day, Earth Day, and World Environment Day and attend relevant agency meetings.
   - Establish a calendar of meetings for individual Council Members to meet with Board of Supervisors members to highlight Urban Forestry Council work and priorities.

   A discussion was held about the similarity of last year's action item statements and incorporation into the action items identified for 2012. Action items from last year include (1) continuing to increase communication amongst urban forestry stakeholders and key decision makers, and (2) educating the public on the importance of the urban forest and activating and empowering citizen groups. The new action item identified for 2012 is to review policies, plans and projects by providing comments and resolutions in support of the urban forest and creating a calendar of meetings. The Council is scheduled to review and approve the final language on the work plan goals and action items identified at the January meeting.

   Member Vargas left the meeting during this agenda item.

6. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion). There was no staff report issued at this time.

7. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the December 5, 2011meeting. The next meeting date and time is to be announced.

Chair D'Agostino reported on the Work Group meeting to review street tree species that perform well in many San Francisco locations for the Recommended Street Tree List and brochure and the addition of an experimental tree category. Work Group participants were asked to bring the list back to their agencies for discussion and would meet again in January to propose a revised species list for the Council's consideration in January.

Council Members were asked for their input on street tree species that perform well in San Francisco. The Committee also discussed the format for the Work Plan meeting and received a status report on the Annual Report. Member Sutherland suggested referencing Cal Poly's website of recommended trees.

Landmark Tree Ad Hoc Committee Report. The Landmark Tree Committee did not meet in November or December. There was no Committee report issued at this time.

8. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair D'Agostino (1) reported on an event she recently attended at the California Academy of Sciences; (2) asked Council Members to keep each other informed of upcoming events; and (3) announced that Hayes Valley Farm is selling recommended fruit trees for San Francisco.

9. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Buck reported on (1) the upcoming removal by DPW of a row of Myoporum trees on Diamond Heights Boulevard; (2) applications DPW received from California Pacific Medical Center to remove trees at St. Luke's Hospital and Cathedral Hill on Van Ness; and (3) the hiring of Davey Resource Group to help evaluate street trees and help facilitate the notification to property owners about relinquishment of maintenance responsibility. Chair D'Agostino reported on the issuance of the Annual California Tree Failure Report in January and urged members to participate.

10. **New Business/Future Agenda Items.** (Information and Discussion) Council Members were asked to present ideas for agency presentations at future meetings. Member Costello suggested the Council schedule an agenda item to identify agencies and create a calendar of meetings. Member Muraoka requested (1) a Council discussion in January or February on the California State Parks Department Master Plan for Candlestick Point Recreation Area and (2) an update on Council proposed amendments to the Landmark Tree Ordinance to add landmark groves. Chair D'Agostino reported that the proposed amendments are pending finalization by the Deputy City Attorney and Landmark Tree Committee revisions to nomination and evaluation forms.

11. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

12. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:58 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, January 27, 2011, at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved:

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

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FRIDAY, DECEMBER 9, 2011, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:42 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello (8:45 a.m.), Flanagan, Sherwin, Sullivan (8:43), Sutherland and Vargas; Excused: Member Sider; Absent: Member Hillan; Advisory Member Present: Member Muraoka; Advisory Member Excused: Member Barrow.

2. **Adoption of Minutes of the October 25, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: October 25, 2011Draft and Approved Minutes) (Discussion and Action) Upon Motion by Vice-Chair Hillson, second by Chair D'Agostino, the October 25, 2011 Meeting Minutes were approved without objection (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Flanagan, Sherwin, Sullivan, Sutherland and Vargas; Absent: Members Costello, Hillan and Sider).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

4. **Update on Annual Urban Forest Report.** (Informational Report and Discussion) Speaker: Chair D'Agostino.

   Chair D'Agostino reported on the December Planning and Funding Committee meeting and Work Group discussions on the Annual Urban Forest Report. The Committee discussed format and content for current and future reports, revisions to this year's report, and identified a format to gather information in order to produce quantifiable as

well as qualitative data. This year's survey questions were parsed out to agencies that plant and manage trees and those that are more involved in policy, funding and education. Chair D'Agostino reported on the Work Group's review of the previous year's report responses and relevance to the Council's goals. A report format for this year was agreed upon. A Draft Annual Report would be presented to the Council at its January meeting for review and approval.

5. **Urban Forestry Council Strategic Plan.** The Council will review work plan goals and identify action items for the coming year. (Explanatory Document: Urban Forestry Council Updated Prioritized Work Plan Goals) (Continued from the October 25, 2011Meeting) (Informational Report, Discussion, and Possible Action)

   Council Members reviewed and prioritized the Council's work plan goals and action items for 2012 as follows:

   - Establish a defined schedule of regular reporting from City agencies at Urban Forestry Council meetings.
   - Issue routine Resolutions with findings to help build the Urban Forestry Council as an important component of the review process.
   - Participate in campaigns, e.g., Tree of the Month, Arbor Day, Earth Day, and World Environment Day and attend relevant agency meetings.
   - Establish a calendar of meetings for individual Council Members to meet with Board of Supervisors members to highlight Urban Forestry Council work and priorities.

   A discussion was held about the similarity of last year's action item statements and incorporation into the action items identified for 2012. Action items from last year include (1) continuing to increase communication amongst urban forestry stakeholders and key decision makers, and (2) educating the public on the importance of the urban forest and activating and empowering citizen groups. The new action item identified for 2012 is to review policies, plans and projects by providing comments and resolutions in support of the urban forest and creating a calendar of meetings. The Council is scheduled to review and approve the final language on the work plan goals and action items identified at the January meeting.

   Member Vargas left the meeting during this agenda item.

6. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion). There was no staff report issued at this time.

7. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the December 5, 2011meeting. The next meeting date and time is to be announced.

Chair D'Agostino reported on the Work Group meeting to review street tree species that perform well in many San Francisco locations for the Recommended Street Tree List and brochure and the addition of an experimental tree category. Work Group participants were asked to bring the list back to their agencies for discussion and would meet again in January to propose a revised species list for the Council's consideration in January.

Council Members were asked for their input on street tree species that perform well in San Francisco. The Committee also discussed the format for the Work Plan meeting and received a status report on the Annual Report. Member Sutherland suggested referencing Cal Poly's website of recommended trees.

Landmark Tree Ad Hoc Committee Report. The Landmark Tree Committee did not meet in November or December. There was no Committee report issued at this time.

8. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair D'Agostino (1) reported on an event she recently attended at the California Academy of Sciences; (2) asked Council Members to keep each other informed of upcoming events; and (3) announced that Hayes Valley Farm is selling recommended fruit trees for San Francisco.

9. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Buck reported on (1) the upcoming removal by DPW of a row of Myoporum trees on Diamond Heights Boulevard; (2) applications DPW received from California Pacific Medical Center to remove trees at St. Luke's Hospital and Cathedral Hill on Van Ness; and (3) the hiring of Davey Resource Group to help evaluate street trees and help facilitate the notification to property owners about relinquishment of maintenance responsibility. Chair D'Agostino reported on the issuance of the Annual California Tree Failure Report in January and urged members to participate.

10. **New Business/Future Agenda Items.** (Information and Discussion) Council Members were asked to present ideas for agency presentations at future meetings. Member Costello suggested the Council schedule an agenda item to identify agencies and create a calendar of meetings. Member Muraoka requested (1) a Council discussion in January or February on the California State Parks Department Master Plan for Candlestick Point Recreation Area and (2) an update on Council proposed amendments to the Landmark Tree Ordinance to add landmark groves. Chair D'Agostino reported that the proposed amendments are pending finalization by the Deputy City Attorney and Landmark Tree Committee revisions to nomination and evaluation forms.

11. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

12. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:58 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, January 27, 2011, at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: January 27, 2012

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Friday, January 27, 2012, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka (San Francisco Redevelopment Agency); San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the December 9, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: December 9, 2011Draft Minutes) (Discussion and Action)
3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Bureau of Urban Forestry Permits and Policy Presentation.** Sponsor: Chair D'Agostino, Speaker: Carla Short, Department of Public Works Urban Forester (Informational Presentation and Discussion)
5. **Update on the Urban Forestry Council's 2011 Annual Report.** (Explanatory Document: Draft 2011 Annual Report) (Discussion and Possible Action)
6. **Urban Forestry Council 2012 Work Plan.** The Council will start discussion on how to achieve the Council's prioritized goals. (Explanatory Document: Prioritized Action Items) (Discussion)

Department of the Environment, City and County of San Francisco
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

7. **Update on Recommended Street Tree List and Street Tree Pamphlet Progress.** The Council will be updated on Working Group recommendations for changes to the 2012 Recommended Street Tree List and progress made on the Street Tree pamphlet. Speaker: Chair D'Agostino (Informational Report and Discussion)
8. **Review of the Urban Forestry Council Ordinance (Environment Code Chapter 12, Section 1202) as it relates to membership and monthly meeting requirements.** (Explanatory Document: Environment Code Section 1202)(Discussion)
9. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
10. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the January 23, 2012 meeting. The next meeting date and time is to be announced.
    Landmark Tree Ad Hoc Committee Report.
11. **Chair's Announcements:** Chair, Urban Forestry Council (Information and Discussion)
12. **Urban Forestry Council Member Announcements.** (Information and Discussion)
13. **New Business/Future Agenda Items.** (Information and Discussion)
14. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
15. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 28, 2012, at 6:00 p.m., Room 416, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: January 23, 2012

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
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FRIDAY, JANUARY 27, 2012, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:37 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Barrow, Buck, Costello, Muraoka, Sherwin, Sider, Sullivan, Sutherland, and Vargas; Excused: Member Flanigan, Absent: Member Hillan.

2. **Adoption of Minutes of the December 9, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: December 9, 2011Draft and Approved Minutes) (Discussion and Action) Upon motion by Chari D'Agostino, second by Vice-Chair Hillson, the December 9, 2011 meeting minutes were approved without objection (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, Sullivan, Sutherland, and Vargas; Absent: Members Hillan and Flanigan).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Bureau of Urban Forestry Permits and Policy Presentation.** Sponsor: Chair D'Agostino, Speaker: Carla Short, Department of Public Works Urban Forester (Informational Presentation and Discussion)

   Ms. Short reported on the reorganization of the Department of Public Works (DPW) in order to streamline management and gain efficiencies. It was explained that the Bureau of Urban Forestry would retain all of its functions but would be restructured as part of the Bureau of Street Use and Mapping. She confirmed public contact information (311) would remain the same, and that there would be a staff member available to answer public inquiries at 875 Stevenson Street.

   Ms. Short reported that DPW's tree relinquishment plan to private property owners is in the inspection and early notification process of intent to transfer maintenance responsibility, and

public hearings will be held. Council Members inquired about the process that DPW will take to relinquish trees (see Fact Sheet) and the potential of DPW offering public assistance programs. Ms. Short explained that the Mayor's Office of Neighborhood Services has general assistance programs available, but that DPW does not have funding available for a program. She reported that work is in progress in coordination with the Planning Department and Friends of the Urban Forest to identify long-term funding mechanisms and options for the City to explore maintenance for all City trees that the Council will have an opportunity to participate in the review of.

Ms. Short reported that the DPW Deputy City Attorney was not enthusiastic about the Council's proposal to landmark groves of trees citing concerns that the process may be used as a means for stopping development. An opportunity does exist to landmark groves of trees by landmarking each individual tree within a grove, and how the trees function as a grove may be a consideration for landmark status.

Ms. Short discussed upcoming Arbor Day plans for the San Francisco Brotherhood Way area to develop a work scope, plant and emphasize tree maintenance, and hold a dedicated memorial tree ceremony for Wangari Maathai, founder of the Green Belt Movement and 2004 Nobel Prize winner for her role in urban forestry work.

Public Comment: Mr. Frank Mason expressed his opposition and frustration with street tree relinquishment plans to property owners and discussed the impacts that this program will have on people, especially seniors who do not have the resources and are forced to take on this responsibility. He suggested that City reports begin to address not only programmatic goals, but cost impacts of goals as well.

5. **Update on the Urban Forestry Council's 2011 Annual Report.** (Explanatory Documents: Annual Report Drafts (3) and Agency Datasheet) (Discussion and Possible Action)

Chair D'Agostino reported that the working group met in December to review the Annual Report and agency surveys received to identify report content and methods for analyzing and synthesizing data. The group has since received draft comments by Members Vargas and D'Agostino for review, and the Planning and Funding Committee held a discussion on the report at its January 23 meeting. Chair D'Agostino distributed a datasheet listing the agencies surveyed, positions and budget, and trees planted, cared for, and removed during 2010-11. Next steps are for the working group to synthesize a new draft based on information on the datasheet and comments received by Council Members, and based on timing, to either present a new Draft to the Planning and Funding Committee and then the full Council or directly to the full Council.

6. **Urban Forestry Council 2012 Work Plan.** The Council will start discussion on how to achieve the Council's prioritized goals. (Explanatory Document: Prioritized Action Items) (Discussion)

Council Members discussed their Work Plan goals prioritized at the December Council meeting. Members identified agencies to invite to report on current projects and members to participate in a working group to establish a message and meet on a regular basis with the Mayor and Board of Supervisors. Members were encouraged to participate in Arbor Day events and discussed the possibility of distributing pruning guidelines and the Recommended Street Tree List

at the event. Coordinator Hui requested a discussion at the Planning and Funding Committee about setting up Arbor Day pruning workshops and setting up an "ask an arborist table."

7. **Update on Recommended Street Tree List and Street Tree Pamphlet Progress.** The Council will be updated on Working Group recommendations for changes to the 2012 Recommended Street Tree List and progress made on the Street Tree pamphlet. (Explanatory Document: Working Group Recommended Street Tree List) Speaker: Chair D'Agostino (Informational Report and Discussion)

   Chair D'Agostino reported that the Recommended Street Tree List working group recently met in October to categorize trees, went back to their agencies for input, and met on January 26 to create a new list (see explanatory document). Chair D'Agostino reported on language that was added and criteria used to categorize trees based on consensus of the group and interagency exchange. Council Members provided their comments on the list and disclaimer language. Next steps are to hold another working group meeting in February, incorporate Council Member's comments, and bring back a list that can be used for the street tree pamphlet for review by the Council at its February 28 meeting. The work group is scheduled to meet quarterly to continue discussions on tree categorizations.

   Public Comment: Mr. Frank Mason suggested adding a matrix to the list that includes information on maintenance expectations, sidewalk impacts, pollen implications, and potential safety hazards.

8. **Review of the Urban Forestry Council Ordinance (Environment Code Chapter 12, Section 1202) as it relates to membership and monthly meeting requirements.** (Explanatory Document: Environment Code Section 1202)(Discussion)

   Chair D'Agostino reported on Environment Code Chapter 12 requirements for the Council to meet monthly and the need to change the Code to coincide with the actual meeting schedule to state "meets regularly." She reported on an additional request that would be made after consultation with the Golden Gate National Recreation Area (GGNRA) to change the GGNRA seat to GGNRA/Presidio Trust to better reflect the work of the group. Member Muraoka reported on the dissolution of the Redevelopment Agency on February 1 due to AB26 and reallocation of its assets and staff to the Office of the City Administrator. He suggested that the Redevelopment Agency seat be changed to the Office of the City Administrator.

9. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion). There was no additional report issued at this time.

10. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the January 23, 2012 meeting. The next meeting date and time is to be announced. Chair Buck reported that the Committee met on January 23 to discuss the Annual Report drafts and other topics discussed throughout the meeting.

    Landmark Tree Ad Hoc Committee Report. There were no current meetings held. No report was issued at this time.

11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion). There were no announcements made at this time.

12. **Urban Forestry Council Member Announcements.** (Information and Discussion) There were no announcements made at this time.

13. **New Business/Future Agenda Items.** (Information and Discussion) Member Sutherland reported on the Western Chapter of the ISA's workshop on February 10 in Sacramento on Improving Tree Structure with Structural Pruning, and the California Arborist's Association climbing skills workshop on February 24 in Benicia. Member Sider reported on the Planning Department's progress on establishing a more robust process for development projects on street tree requirements that is scheduled for a soft launch on March 1. Member Muraoka requested that the Council invite the DPW Deputy City Attorney to a Council meeting to discuss identifying criteria that could be added for landmark groves in order to address concerns.

14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

15. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:39 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 28, 2012, at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved:

SF Environment

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Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

FRIDAY, JANUARY 27, 2012, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:37 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Barrow, Buck, Costello, Muraoka, Sherwin, Sider, Sullivan, Sutherland, and Vargas; Excused: Member Flanigan, Absent: Member Hillan.

2. **Adoption of Minutes of the December 9, 2011 Urban Forestry Council Regular Meeting.** (Explanatory Document: December 9, 2011Draft and Approved Minutes) (Discussion and Action) Upon motion by Chari D'Agostino, second by Vice-Chair Hillson, the December 9, 2011 meeting minutes were approved without objection (AYES: Chair D'Agostino, Vice-Chair Hillson, Members Buck, Costello, Sherwin, Sider, Sullivan, Sutherland, and Vargas; Absent: Members Hillan and Flanigan).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Bureau of Urban Forestry Permits and Policy Presentation.** Sponsor: Chair D'Agostino, Speaker: Carla Short, Department of Public Works Urban Forester (Informational Presentation and Discussion)

   Ms. Short reported on the reorganization of the Department of Public Works (DPW) in order to streamline management and gain efficiencies. It was explained that the Bureau of Urban Forestry would retain all of its functions but would be restructured as part of the Bureau of Street Use and Mapping. She confirmed public contact information (311) would remain the same, and that there would be a staff member available to answer public inquiries at 875 Stevenson Street.

   Ms. Short reported that DPW's tree relinquishment plan to private property owners is in the inspection and early notification process of intent to transfer maintenance responsibility, and

public hearings will be held. Council Members inquired about the process that DPW will take to relinquish trees (see Fact Sheet) and the potential of DPW offering public assistance programs. Ms. Short explained that the Mayor's Office of Neighborhood Services has general assistance programs available, but that DPW does not have funding available for a program. She reported that work is in progress in coordination with the Planning Department and Friends of the Urban Forest to identify long-term funding mechanisms and options for the City to explore maintenance for all City trees that the Council will have an opportunity to participate in the review of.

Ms. Short reported that the DPW Deputy City Attorney was not enthusiastic about the Council's proposal to landmark groves of trees citing concerns that the process may be used as a means for stopping development. An opportunity does exist to landmark groves of trees by landmarking each individual tree within a grove, and how the trees function as a grove may be a consideration for landmark status.

Ms. Short discussed upcoming Arbor Day plans for the San Francisco Brotherhood Way area to develop a work scope, plant and emphasize tree maintenance, and hold a dedicated memorial tree ceremony for Wangari Maathai, founder of the Green Belt Movement and 2004 Nobel Prize winner for her role in urban forestry work.

Public Comment: Mr. Frank Mason expressed his opposition and frustration with street tree relinquishment plans to property owners and discussed the impacts that this program will have on people, especially seniors who do not have the resources and are forced to take on this responsibility. He suggested that City reports begin to address not only programmatic goals, but cost impacts of goals as well.

5. **Update on the Urban Forestry Council's 2011 Annual Report.** (Explanatory Documents: Annual Report Drafts (3) and Agency Datasheet) (Discussion and Possible Action)

   Chair D'Agostino reported that the working group met in December to review the Annual Report and agency surveys received to identify report content and methods for analyzing and synthesizing data. The group has since received draft comments by Members Vargas and D'Agostino for review, and the Planning and Funding Committee held a discussion on the report at its January 23 meeting. Chair D'Agostino distributed a datasheet listing the agencies surveyed, positions and budget, and trees planted, cared for, and removed during 2010-11. Next steps are for the working group to synthesize a new draft based on information on the datasheet and comments received by Council Members, and based on timing, to either present a new Draft to the Planning and Funding Committee and then the full Council or directly to the full Council.

6. **Urban Forestry Council 2012 Work Plan.** The Council will start discussion on how to achieve the Council's prioritized goals. (Explanatory Document: Prioritized Action Items) (Discussion)

   Council Members discussed their Work Plan goals prioritized at the December Council meeting. Members identified agencies to invite to report on current projects and members to participate in a working group to establish a message and meet on a regular basis with the Mayor and Board of Supervisors. Members were encouraged to participate in Arbor Day events and discussed the possibility of distributing pruning guidelines and the Recommended Street Tree List

at the event. Coordinator Hui requested a discussion at the Planning and Funding Committee about setting up Arbor Day pruning workshops and setting up an "ask an arborist table."

7. **Update on Recommended Street Tree List and Street Tree Pamphlet Progress.** The Council will be updated on Working Group recommendations for changes to the 2012 Recommended Street Tree List and progress made on the Street Tree pamphlet. (Explanatory Document: Working Group Recommended Street Tree List) Speaker: Chair D'Agostino (Informational Report and Discussion)

   Chair D'Agostino reported that the Recommended Street Tree List working group recently met in October to categorize trees, went back to their agencies for input, and met on January 26 to create a new list (see explanatory document). Chair D'Agostino reported on language that was added and criteria used to categorize trees based on consensus of the group and interagency exchange. Council Members provided their comments on the list and disclaimer language. Next steps are to hold another working group meeting in February, incorporate Council Member's comments, and bring back a list that can be used for the street tree pamphlet for review by the Council at its February 28 meeting. The work group is scheduled to meet quarterly to continue discussions on tree categorizations.

   Public Comment: Mr. Frank Mason suggested adding a matrix to the list that includes information on maintenance expectations, sidewalk impacts, pollen implications, and potential safety hazards.

8. **Review of the Urban Forestry Council Ordinance (Environment Code Chapter 12, Section 1202) as it relates to membership and monthly meeting requirements.** (Explanatory Document: Environment Code Section 1202)(Discussion)

   Chair D'Agostino reported on Environment Code Chapter 12 requirements for the Council to meet monthly and the need to change the Code to coincide with the actual meeting schedule to state "meets regularly." She reported on an additional request that would be made after consultation with the Golden Gate National Recreation Area (GGNRA) to change the GGNRA seat to GGNRA/Presidio Trust to better reflect the work of the group. Member Muraoka reported on the dissolution of the Redevelopment Agency on February 1 due to AB26 and reallocation of its assets and staff to the Office of the City Administrator. He suggested that the Redevelopment Agency seat be changed to the Office of the City Administrator.

9. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion). There was no additional report issued at this time.

10. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the January 23, 2012 meeting. The next meeting date and time is to be announced. Chair Buck reported that the Committee met on January 23 to discuss the Annual Report drafts and other topics discussed throughout the meeting.

    Landmark Tree Ad Hoc Committee Report. There were no current meetings held. No report was issued at this time.

11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion). There were no announcements made at this time.

12. **Urban Forestry Council Member Announcements.** (Information and Discussion) There were no announcements made at this time.

13. **New Business/Future Agenda Items.** (Information and Discussion) Member Sutherland reported on the Western Chapter of the ISA's workshop on February 10 in Sacramento on Improving Tree Structure with Structural Pruning, and the California Arborist's Association climbing skills workshop on February 24 in Benicia. Member Sider reported on the Planning Department's progress on establishing a more robust process for development projects on street tree requirements that is scheduled for a soft launch on March 1. Member Muraoka requested that the Council invite the DPW Deputy City Attorney to a Council meeting to discuss identifying criteria that could be added for landmark groves in order to address concerns.

14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

15. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:39 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 28, 2012, at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: February 28, 2012

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Tuesday, February 28, 2012, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka (San Francisco Redevelopment Agency); San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the January 27, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 27, 2012 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **The Effects of Utility Vegetation Management Practices on the San Francisco Urban Forest.** Sponsor: Member Sutherland; Speakers: Member Sutherland; Joel Smith, Forester, Pacific Gas and Electric Company; Anthony Parks Sr., Area Superintendant, Asplundh. (Informational Presentation and Discussion)
5. **Arbor Day Planning.** Speaker: Mei Ling Hui, Council Coordinator (Discussion)
6. **Review and Approval of the 2012 Recommended Street Tree List.** (Explanatory Document: Draft 2012 Recommended Street Tree List) (Discussion and Action)

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

7. **Review and Possible Approval of the Urban Forestry Council's 2011 Annual Report.** (Explanatory Document: Draft 2011 Annual Report) (Discussion and Possible Action)
8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Funding Committee. Chair's Report on the agenda for the March 7, 2012 meeting.
   Landmark Tree Ad Hoc Committee Report.
10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
11. **Urban Forestry Council Member Announcements.** (Information and Discussion)
12. **New Business/Future Agenda Items.** (Information and Discussion)
13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
14. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, March 25, 2012, at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: February 21, 2012

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SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES

TUESDAY, FEBRUARY 28, 2012, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:05 p.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Costello, Flanagan, Hillan, Muraoka, Sherwin, Sider, Sullivan, Sutherland, and Vargas; Excused: Members Barrow and Buck.

2. **Adoption of Minutes of the January 27, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 27, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Vice Chair Hillson, the January 27, 2012 Meeting Minutes were approved without objection (AYES: Chair D'Agostino, Vice Chair Hillson, Members Costello, Flanagan, Hillan, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Member Buck).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **The Effects of Utility Vegetation Management Practices on the San Francisco Urban Forest.** Sponsor: Member Sutherland; Speakers: Member Sutherland; Joel Smith, Forester, Pacific Gas and Electric Company (PG&E); Anthony Parks Sr., Area Superintendant, Asplundh. (Explanatory Document: PG&E Presentation) (Informational Presentation and Discussion)

   Mr. Joel Smith reported on his work overseeing the PG&E vegetation management program in San Francisco and San Mateo counties. He discussed (1) PG&E's electric system that involves the cycle from generation to energy delivery to end users; (2) PG&E's compliance with California laws on utility vegetation management for tree pruning and removals for trees that may pose a hazard around PG&E distribution lines; (4) program scope for San Francisco; (5) distribution vegetation zones, (6) tree inspection patrol standards and assigned territories; (7) customer interface and educational outreach; and (8) city challenges. (Reference Explanatory Document presentation.)

Mr. Anthony Parks, Sr., Asplundh, Tree Expert Company, reported that Asplundh provides line clearance service to PG&E for vegetation management services. He discussed his work overseeing the tree crew in San Francisco referencing workflow and schedules, the inspection process, outreach to agencies and homeowners, worker training requirements and job levels, compliance with ANSI pruning and California Occupational Safety and Hazard Association (OSHA) standards, and city challenges.

Council members inquired about training requirements and line-clearance certifications that PG&E contractors are required to have to perform this work. Mr. Smith reported that ISA certification is encouraged but not required. Mr. Parks reported that Asplundh workers comply with ANSI tree pruning standards and the company's line-clearance certification program meets OSHA safety standards. A discussion was held on alternate strategies to address consistent tree pruning near above ground conductor lines such as conversion to underground lines. Mr. Smith reported that fund prioritization is targeted to areas where it serves the most number of citizens.

5. **Arbor Day Planning.** Speaker: Mei Ling Hui, Council Coordinator (Discussion).

Council Coordinator Hui reported that this year's Arbor Day event is scheduled for March 10, will be located on Brotherhood Way and Arch Avenue, and will emphasize tree-care related activities. She reported on agencies and activities scheduled for Arbor Day, and stated that work is in progress to secure tree-care presenters for the Eco Fair that the Department of the Environment coordinates. Coordinator Hui reported that the Council's work plan includes more involvement in local activities and suggested that Council members express their interest in staffing an information table and/or volunteering at the event.

6. **Review and Approval of the 2012 Recommended Street Tree List.** (Explanatory Document: Draft 2012 Recommended Street Tree List, Resolution Adopting 2012 List and Approved 2012 Recommended Street Tree List) (Discussion and Action).

Chair D'Agostino reported that the Draft 2012 Recommended Street Tree List for consideration is the most current proposal made by the working group. The group would be meeting quarterly to make recommendations for additions to future lists and to work on the street tree pamphlet. A discussion was held and suggestions were made to the current list format and future lists. Upon Motion by Chair D'Agostino, second by Member Sider, the 2012 Recommended Street Tree List was approved as amended (Explanatory Document: Approved 2012 Recommended Street Tree List) (AYES: Chair D'Agostino, Vice Chair Hillson, Members Costello, Flanagan, Hillan, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Member Buck).

7. **Review and Possible Approval of the Urban Forestry Council's 2011 Annual Report.** (Explanatory Document: Draft and Approved 2011 Annual Report) (Discussion and Possible Action)

The Council discussed the Draft report and recommended edits and additions to the content. Upon Motion by Member Sullivan, second by Vice Chair Hillson, the 2011 Draft Annual Report was approved with amendments (Explanatory Document: 2011 Approved Annual Report) (AYES: Chair D'Agostino, Vice Chair Hillson, Members Costello, Flanagan, Hillan, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Member Buck).

Public Comment: Mr. David Pilpel asked that all acronyms and abbreviations in reference to departments be consistent. He spoke in support of approving the Draft Report and achieving a broader urban forest in the future. He also commended the Council for their good work.

8. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion). There was no additional staff report issued at this time.

9. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report on the agenda for the March 5, 2012 meeting. Council Chair D'Agostino reported that the February Planning and Funding Committee meeting was cancelled. Member Costello was invited to attend the March 5 Planning and Funding Committee meeting to discuss how to best communicate Council goals and priorities to the Mayor and Board of Supervisors.

Landmark Tree Ad Hoc Committee Report. Council Chair D'Agostino reported that the Committee has not recently met but suggested that a meeting be held to discuss next steps for recommending landmark tree ordinance language for landmark groves and to continue working on amendments to landmark tree nomination and evaluation forms. Committee Chair Hillan reported that there have not been recent applications from the public to nominate trees as landmarks. He discussed applications that were received that were more for the purpose of using the Committee as a forum for disputing property lines and tree disputes than for legitimate landmark tree nominations and welcomed new legitimate applications.

10. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion). Council Chair D'Agostino reported that Committee appointments would be made in the near future and asked Council members to send her their preference for Committee selection.

11. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member Costello reported on a meeting he attended with Supervisor Farrell about the park bond that would be on the next ballot. He suggested that the Council hear an informational presentation from the Recreation and Park Department since forestry is an element of the bond and reported on Recreation and Park Department meetings that would be held in different districts to request community support and input.

12. **New Business/Future Agenda Items.** (Information and Discussion) This agenda topic was not discussed at this time.

13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

14. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:43 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, March 23, 2012, at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved:

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

TUESDAY, FEBRUARY 28, 2012, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

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ORDER OF BUSINESS

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11. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Costello reported on a meeting he attended with Supervisor Farrell about the park bond that would be on the next ballot. He suggested that the Council hear an informational presentation from the Recreation and Park Department since forestry is an element of the bond and reported on Recreation and Park Department meetings that would be held in different districts to request community support and input.

12. **New Business/Future Agenda Items.** (Information and Discussion) This agenda topic was not discussed at this time.

13. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

14. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:43 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, March 23, 2012, at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: May 25, 2012

03-15-12 P12:50 IN

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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SAN FRANCISCO URBAN FORESTRY COUNCIL

CANCELLED MEETING NOTICE

FRIDAY, MARCH 23, 2012, 8:30 A.M.

ROOM 400, CITY HALL
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

3/23/12 cancelled

The Urban Forestry Council's Regular Meeting of Friday, March 23, 2012 at 8:30 a.m. has been **CANCELLED.** The next regular meeting is scheduled for **Friday, May 25, 2012 at 8:30 a.m.** and will be held **at City Hall, Room 400**, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council.

Posted: March 15, 2012

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: urbanforestcouncil@sfgov.org • www.sfenvironment.org

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DC-16-12PR01:30 RCVD

EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Friday, May 25, 2012, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Rose Hillson (Vice Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Dan Flanagan, Malcolm Hillan, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka (San Francisco Redevelopment Agency/Administrative Services); San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the February 28, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: February 28, 2012 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Forestry Management in the Presidio of San Francisco.** Sponsor: Chair D'Agostino; Speaker: Peter Ehrlich, Forestry Manager, Presidio of San Francisco (Informational Presentation and Discussion)
5. **Just One Tree, an Urban Sustainability Project Presentation.** Sponsor: Chair D'Agostino Speaker: Isabel Wade, Chief Lemon Ambassador, Just One Tree (Informational Presentation and Discussion)
6. **Urban Forestry Council and Committee Workflow Procedures Review.** (Explanatory Document; Workflow Procedures) Speaker: Chair D'Agostino (Informational Report and Discussion)

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

7. **Update on the Street Tree Pamphlet.** Speaker: Chair D'Agostino (Informational Report and Discussion)
8. **Approval of Press Release Issuance for the Urban Forestry Council's 2011 Annual Report.** Speaker: Chair D'Agostino (Discussion and Action)
9. **Nomination and Election of Urban Forestry Council Chair and Vice-Chair.** (Discussion and Action)
10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the agenda for the March 7, 2012 meeting.
    Landmark Tree Ad Hoc Committee Report.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 26, 2012, at 6:00 p.m., Room 416, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: May 16, 2012

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES

FRIDAY, MAY 25, 2012, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:38 a.m. Present: Chair D'Agostino, Vice-Chair Hillson, Members Barrow, Buck, Costello, Flanagan, Hillan, Muraoka, Sider, Sullivan, Sutherland, and Vargas (8:45); Excused: Member Sherwin.

2. **Adoption of Minutes of the February 28, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: February 28, 2012 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Hillson, the February 28, 2012 Meeting Minutes were approved without objection (AYES: Members D'Agostino, Hillson, Buck, Costello, Flanagan, Hillan, Sider, Sullivan, and Sutherland; Absent: Members Sherwin and Vargas).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Forestry Management in the Presidio of San Francisco.** (Explanatory Document: Plan for the Cultivation of Trees upon the Presidio Reservation1883) Sponsor: Chair D'Agostino; Speaker: Peter Ehrlich, Forestry Manager, Presidio of San Francisco (Informational Presentation and Discussion)

   Mr. Peter Ehrlich presented on the Presidio's history and historic significance, the Presidio's desolate geology at the time the Army occupied the land in 1846, and the Army's plan for cultivation of trees and plantings from 1886-1907. He discussed the evolution of forestry programs since that time reporting on reforestation, design and tree selection, significant tree-preservation, maintenance, protection requirements, and management zones for the historic forest, landscape zone, and native plant zone. Council Members and Mr. Ehrlich discussed the

Presidio's development of a landmark tree program, tree-protection requirements, and Presidio resources, staffing, and funding for its forestry program.

5. **Just One Tree, an Urban Sustainability Project Presentation.** Sponsor: Chair D'Agostino Speaker: Isabel Wade, Chief Lemon Ambassador, Just One Tree (Informational Presentation and Discussion)

   Dr. Isabel Wade, founder of the Just One Tree project, discussed her work promoting sustainable urban agriculture in San Francisco through the planting of lemon trees in San Francisco that could serve as a global model for other cities. She discussed the need to update the Urban Forest Map to list all fruit trees in San Francisco and for the public to register their fruit trees. Dr. Wade announced that Mt. Sutro Stewarts, Friends of the Urban Forest, and Just One Tree are registered in an Odwalla National award competition for tree planting and urged Council Members to vote for the project at www.Odwallaplantatree.com. She reported that the American Community Gardening Association would be holding their annual conference in San Francisco this summer, and she would be speaking about the project.

   Council Member Barrow discussed the educational component that this project would have for schools. He also suggested that Dr. Wade consult the Public Utilities Commission who is investigating sites for urban agriculture. Dr. Wade reported that she is working with the Recreation and Park Department and Public Utilities Commission and is planting a community orchard of lemons as well as researching a number of other sites. She discussed her membership in the SPUR Advisory Council for Urban Agriculture Project and in the Urban Agricultural Alliance.

6. **Urban Forestry Council and Committee Workflow Procedures Review.** (Explanatory Document; Workflow Procedures) Speaker: Chair D'Agostino (Informational Report and Discussion)

   Chair D'Agostino reviewed the Urban Forestry Council and Committee meeting workflow procedures that include timeline requirements and process for quorum checks, agenda creation and posting, and explanatory document submittals. A discussion was held on the role of Council Members, the Chair, Council Coordinator, and Council Secretary in the process of making meetings more efficient by following the workflow procedures. A discussion was held on presentations planned for future Urban Forestry Council meetings.

7. **Update on the Street Tree Pamphlet.** Speaker: Chair D'Agostino (Informational Report and Discussion)

   Chair D'Agostino reported that the Street Tree Pamphlet working group reviewed the tree species to include in the Street Tree Pamphlet image tree section and has made a list of trees based on the Recommended Street Tree List for this year. The working group included experimental trees as a way to increase the diversity of trees included in the pamphlet and evergreens to promote storm-water diversion potential. She reported that Friends of the Urban Forest and Bureau of Urban Forestry will be reviewing the list, text will be worked on, and it is projected that the Council will be presented with a draft for review and approval at its June 26 meeting.

8. **Approval of Press Release Issuance for the Urban Forestry Council's 2011 Annual Report.** Speaker: Chair D'Agostino (Discussion and Action)

Chair D'Agostino reported that the Council has not yet issued a press release for the 2010 - 2011 Annual Report that was issued in February. The Planning and Funding Committee at its May meeting recommended that the Council authorize the Annual Report working group to prepare and issue a press release. The intention was for the Board of Supervisors working group to bring the press release and Annual Report to their meetings with the individual supervisors. Chair D'Agostino suggested that due to timing, the Council vote on either issuing a press release on a relevant subject and include the Annual Report or for the Annual Report working group to finalize and issue the press release as soon as possible.

Upon Motion by Member Sider, second by Member Hillan, the Council voted to not issue a press release this year and work on issuing one expeditiously for the following year's report (AYES: Chair D'Agostino, Hillson, Buck, Costello, Hillan, Sider, Vargas; NOES: Members Flanagan, Sullivan and Sutherland; Absent: Member Sherwin).

9. **Nomination and Election of Urban Forestry Council Chair and Vice-Chair.** (Discussion and Action)

Member Hillson motioned to nominate Members D'Agostino and Costello for Chair and Members Costello, Flanagan, Sherwin, Sullivan, and Sutherland for Vice-Chair. Member Vargas motioned to nominate Member Flanagan for Chair. Members Costello and Flanagan did not accept the nomination for Chair. Member D'Agostino accepted the nomination. Members Flanagan, Sullivan and Hillson accepted the nomination for Vice-Chair. Members Costello and Sutherland did not accept the nomination for Vice-Chair. Member Sherwin was not present.

Upon Motion by Member Hillson, second by Member Sutherland, Member D'Agostino was re-elected as Chair (AYES: Chair D'Agostino, Hillson, Buck, Costello, Flanagan, Hillan, Sider, Sullivan, Sutherland and Vargas; Absent: Member Sherwin).

Member Costello motioned, second by Member D'Agostino, to re-elect Member Hillson as Vice Chair. Did not pass (AYES: Members D'Agostino, Buck, Costello, and Hillson; NOES: Members Flanagan, Hillan, Sider, Sullivan, Sutherland, and Vargas).

Upon Motion by Member Hillson, second by Member Sullivan, Member Flanagan was elected as Vice-Chair (AYES: Chair D'Agostino, Hillson, Buck, Costello, Flanagan, Hillan, Sider, Sullivan, Sutherland and Vargas; Absent: Member Sherwin).

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

Council Coordinator Mei Ling Hui reported on the Clean and Safe Parks Bond and Van Ness Bus Rapid Transit (BRT) Preferred Alternative that has been chosen. She stated that she is working on scheduling Board of Supervisor working group meetings with Board of Supervisors members. Member Muraoka reported on the Technical Advisory Committee proceedings on the Van Ness BRT and the center lane alternative that was chosen that has side boarding platforms that would allow preservation of some of the median trees and would eliminate all left turns with the exception of two. He asked that the Van Ness BRT staff present to the Council at a future meeting.

11. **Committee Chair's Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Committee Chair D'Agostino reported on the May 7 Planning and Funding Committee meeting discussion to identify the best way for the Council to interact on the Bus Rapid Transit Plan and other development projects, which will also be discussed at a future meeting. The Committee received a report on the Board of Supervisors working group meet and greet meeting with Supervisor Campos who received the Council's Annual Report and had recommended that the group present the report to the Neighborhood Services Committee. Chair D'Agostino asked Council Members to sign in with their interest to attend future meetings. An Organizational Assessment was reviewed at the May meeting, and questions will be selected at the June meeting to include in a survey that will be sent to all Council Members.

Landmark Tree Ad Hoc Committee Report. Committee Chair Hillson reported on the history and current status of the Committee's work on landmark tree groves, nomination forms, and selection criteria. The Committee has selected definition and criteria for landmark groves for Sections 802 and 810 of Article 16 and is waiting for feedback from the Department of Public Works and review by legal counsel.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) There were no Chair's announcements made at this time.

13. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member Buck provided an update on the California Pacific Medical Center St. Luke's and Cathedral Hill development project large-scale tree removal requests. Member Vargas reported on grant funding received from CalFire to build a Smartphone application for the Urban Forest Map that is scheduled for release by the end of summer and an outreach campaign for citizens of San Francisco to add trees to the map. Chair D'Agostino announced upcoming meetings of the Bay Area Landscape Supervisors Forum, Western Chapter ISA workshops on carbon offset programs and the role of the urban forest, and the International Society of Arboriculture.

14. **New Business/Future Agenda Items.** (Information and Discussion) Member Flanagan suggested that Friends of the Urban Forest and the Planning Department present on AECOM findings for the Urban Forest Master Plan and their ideas for new funding mechanisms for street trees in San Francisco. Member Hillan suggested adding a future agenda item discussion on Urban Forestry Council vacant seats. Member Sider suggested adding a presentation on the Planning Department's and Department of Public Work's improved process for tree protection. Member Hillson discussed the importance of attendance by Council Members at meetings, especially Committee Members. She discussed her difficulty locating the Urban Forestry Council on the Department's new website and suggested that a more prevalent link be established. Member Muraoka suggested a discussion on establishing a public relations working group to promote activities of the Council.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 11:17 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 26, 2012, at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved:

SF Environment

Our home. Our city. Our planet.

EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

FRIDAY, MAY 25, 2012, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

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8. **Approval of Press Release Issuance for the Urban Forestry Council's 2011 Annual Report.** Speaker: Chair D'Agostino (Discussion and Action)

Chair D'Agostino reported that the Council has not yet issued a press release for the 2010 - 2011 Annual Report that was issued in February. The Planning and Funding Committee at its May meeting recommended that the Council authorize the Annual Report working group to prepare and issue a press release. The intention was for the Board of Supervisors working group to bring the press release and Annual Report to their meetings with the individual supervisors. Chair D'Agostino suggested that due to timing, the Council vote on either issuing a press release on a relevant subject and include the Annual Report or for the Annual Report working group to finalize and issue the press release as soon as possible.

Upon Motion by Member Sider, second by Member Hillan, the Council voted to not issue a press release this year and work on issuing one expeditiously for the following year's report (AYES: Chair D'Agostino, Hillson, Buck, Costello, Hillan, Sider, Vargas; NOES: Members Flanagan, Sullivan and Sutherland; Absent: Member Sherwin).

9. **Nomination and Election of Urban Forestry Council Chair and Vice-Chair.** (Discussion and Action)

Member Hillson motioned to nominate Members D'Agostino and Costello for Chair and Members Costello, Flanagan, Sherwin, Sullivan, and Sutherland for Vice-Chair. Member Vargas motioned to nominate Member Flanagan for Chair. Members Costello and Flanagan did not accept the nomination for Chair. Member D'Agostino accepted the nomination. Members Flanagan, Sullivan and Hillson accepted the nomination for Vice-Chair. Members Costello and Sutherland did not accept the nomination for Vice-Chair. Member Sherwin was not present.

Upon Motion by Member Hillson, second by Member Sutherland, Member D'Agostino was re-elected as Chair (AYES: Chair D'Agostino, Hillson, Buck, Costello, Flanagan, Hillan, Sider, Sullivan, Sutherland and Vargas; Absent: Member Sherwin).

Member Costello motioned, second by Member D'Agostino, to re-elect Member Hillson as Vice Chair. Did not pass (AYES: Members D'Agostino, Buck, Costello, and Hillson; NOES: Members Flanagan, Hillan, Sider, Sullivan, Sutherland, and Vargas).

Upon Motion by Member Hillson, second by Member Sullivan, Member Flanagan was elected as Vice-Chair (AYES: Chair D'Agostino, Hillson, Buck, Costello, Flanagan, Hillan, Sider, Sullivan, Sutherland and Vargas; Absent: Member Sherwin).

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

Council Coordinator Mei Ling Hui reported on the Clean and Safe Parks Bond and Van Ness Bus Rapid Transit (BRT) Preferred Alternative that has been chosen. She stated that she is working on scheduling Board of Supervisor working group meetings with Board of Supervisors members. Member Muraoka reported on the Technical Advisory Committee proceedings on the Van Ness BRT and the center lane alternative that was chosen that has side boarding platforms that would allow preservation of some of the median trees and would eliminate all left turns with the exception of two. He asked that the Van Ness BRT staff present to the Council at a future meeting.

11. **Committee Chair's Reports**: (Informational Reports and Discussion)
Planning & Funding Committee. Committee Chair D'Agostino reported on the May 7 Planning and Funding Committee meeting discussion to identify the best way for the Council to interact on the Bus Rapid Transit Plan and other development projects, which will also be discussed at a future meeting. The Committee received a report on the Board of Supervisors working group meet and greet meeting with Supervisor Campos who received the Council's Annual Report and had recommended that the group present the report to the Neighborhood Services Committee. Chair D'Agostino asked Council Members to sign in with their interest to attend future meetings. An Organizational Assessment was reviewed at the May meeting, and questions will be selected at the June meeting to include in a survey that will be sent to all Council Members.

Landmark Tree Ad Hoc Committee Report. Committee Chair Hillson reported on the history and current status of the Committee's work on landmark tree groves, nomination forms, and selection criteria. The Committee has selected definition and criteria for landmark groves for Sections 802 and 810 of Article 16 and is waiting for feedback from the Department of Public Works and review by legal counsel.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) There were no Chair's announcements made at this time.

13. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Buck provided an update on the California Pacific Medical Center St. Luke's and Cathedral Hill development project large-scale tree removal requests. Member Vargas reported on grant funding received from CalFire to build a Smartphone application for the Urban Forest Map that is scheduled for release by the end of summer and an outreach campaign for citizens of San Francisco to add trees to the map. Chair D'Agostino announced upcoming meetings of the Bay Area Landscape Supervisors Forum, Western Chapter ISA workshops on carbon offset programs and the role of the urban forest, and the International Society of Arboriculture.

14. **New Business/Future Agenda Items.** (Information and Discussion) Member Flanagan suggested that Friends of the Urban Forest and the Planning Department present on AECOM findings for the Urban Forest Master Plan and their ideas for new funding mechanisms for street trees in San Francisco. Member Hillan suggested adding a future agenda item discussion on Urban Forestry Council vacant seats. Member Sider suggested adding a presentation on the Planning Department's and Department of Public Work's improved process for tree protection. Member Hillson discussed the importance of attendance by Council Members at meetings, especially Committee Members. She discussed her difficulty locating the Urban Forestry Council on the Department's new website and suggested that a more prevalent link be established. Member Muraoka suggested a discussion on establishing a public relations working group to promote activities of the Council.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 11:17 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 26, 2012, at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by
Monica Fish, Council Secretary

Approved: August 28, 2012

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

SAN FRANCISCO URBAN FORESTRY COUNCIL

CANCELLED MEETING NOTICE

TUESDAY, JUNE 26, 2012, 6:00 P.M.

ROOM 416, CITY HALL
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

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The Urban Forestry Council's Regular Meeting of Tuesday, June 26, 2012, at 6:00 p.m. has been **CANCELLED.** The next regular meeting is scheduled for **Tuesday, August 28, 2012 at 6:00 p.m.** and will be held **at City Hall, Room 416**, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas.

Posted: June 14, 2012

Department of the Environment, City and County of San Francisco
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Mayor

MELANIE NUTTER
Director

CORRECTED NOTICE

NOTICE OF PROPOSED AMENDMENT TO THE BYLAWS OF THE SAN FRANCISCO URBAN FORESTRY COUNCIL TO BE ACTED UPON AT THE REGULAR MEETING OF TUESDAY, AUGUST 28, 2012 at 6:00 P.M. CITY HALL, ROOM 416 SAN FRANCISCO, CA 94102

This notice is issued pursuant to Article XI – Amendment of Bylaws of the San Francisco Urban Forestry Council requiring circulation of proposed amendments in writing to all Council Members and noticed to the public at least ten (10) days prior to such meeting. The Urban Forestry Council will discuss and vote on amending "Article VIII – Committees, Section 4 –Standing Committees, to change the meeting schedule of Urban Forestry Council Planning and Funding Committee and Landmark Tree Ad Hoc Committee meetings as follows:

Article VIII – Committees

Section 4: Standing Committees

The Council shall have ~~one~~ **two** standing **Committees** (1) Planning and Funding Committee ~~and one Ad Hoc committee~~ **and the** (2) ~~called the~~ Landmark Tree **Ad Hoc** Committee. The Landmark Tree Committee shall have five members and shall meet as needed on the ~~second Tuesday~~ **first Thursday** of the month, **at 4:15 p.m.**, in City Hall, Room 421, San Francisco. The Planning and Funding Committee shall have five members and shall meet on the ~~first Monday~~ **second Tuesday** of each month starting at 4:00 p.m. with the exception of November. There will not be a meeting in November. The Committee shall meet in City Hall, Room 421, San Francisco. A notice and agenda for the Planning and Funding Committee meeting will be posted at least 72 hours before the meeting. A notice for the Landmark Tree Committee meeting will be posted 15 days before the meeting and an agenda will be posted at least 72 hours before the meeting. This information shall be posted on the Department of the Environment's website.

This is to certify that the above notice was issued and posted on Monday, August 7, 2012.

Monica Fish
Urban Forestry Council Secretary

[illegible]
11 [illegible], CA 94102
[illegible] (415) 355 3700 • [illegible] (415) 554 6393

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Tuesday, August 28, 2012, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Dan Flanagan (Vice-Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka (San Francisco Redevelopment Agency/Administrative Services); San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Council Coordinator: Mei Ling Hui **Council Secretary: Monica Fish**

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the May 25, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 25, 2012 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Update on the Urban Forest Master Plan.** Speakers: Jon Swae and Kay Cheng, San Francisco Planning Department (Informational Presentation and Discussion)
5. **Hearing on Nomination for Landmark Tree Status.** The Council will hold a hearing to determine whether the following trees meet the criteria for designation as landmark trees: Presenter: Landmark Tree Committee Chair Rose Hillson (Discussion and Action)
   - **Magnolia *(Magnolia Campbellii)* located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA.** (Explanatory Documents: Property Owner Nomination Form, Committee and Staff Evaluation Forms, Landmark Tree Committee Written Report)

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- **Juniper *(Juniperus spp)* located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA** (Explanatory Documents: Property Owner Nomination Form, Committee and Staff Evaluation Forms, Landmark Tree Committee Written Report)

At the conclusion of the hearing, the Council will vote on whether to approve or reject the nominations and shall adopt written findings to support its decision. The Council will forward approved nominations to the Board of Supervisors for further consideration.

6. **Approval of Draft Resolution File 2012-02-UFC to amend "Article VIII – Committees, Section 4 – Standing Committees, to change the meeting schedule of Urban Forestry Council Planning and Funding Committee and Landmark Tree Ad Hoc Committee meetings.** (Explanatory Document: Draft Resolution) (Discussion and Action) Sponsor and Speaker: Maria D'Agostino, Chair

7. **Review and Approval of Landmark Tree Ad Hoc Committee Proposed Amendments to the Landmark Tree Nomination Form and Draft Resolution File 2012-03-UFC to Amend Form.** (Explanatory Documents: Amended Landmark Tree Nomination Form and Draft Resolution) Sponsor and Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action)

8. **Update on Street Tree Pamphlet and Press Release.** (Explanatory Documents: San Francisco Street Tree Pamphlet Tree List and Edits) Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

9. **Update on Urban Forestry Council Organizational Assessment Survey.** Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

10. **Urban Forestry Council Membership Term Limits and New Member Recruitment.** Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

11. **Briefing on Process Improvements for Tree-Related Planning Code Requirements.** Speakers: Members Sider and Buck (Informational Report and Discussion)

12. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
13. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on June and July meetings. The August meeting was cancelled.
    Landmark Tree Ad Hoc Committee Report. Chair's Report on the August 14, 2012 Meeting and Recommendations (Explanatory Documents: Memo to Council re. Tree Walk Idea and Mayors of San Francisco for Tree Walk List)
14. **Chair's Announcements**: Chair, Urban Forestry Council (Information, Discussion, and Action)
    - **Memoriam to Milton Marks III, Council Member Emeritus.** Approval for Chair to create a condolence letter from the Urban Forestry Council. (Discussion and Action)
15. **Urban Forestry Council Member Announcements.** (Information and Discussion)
16. **New Business/Future Agenda Items.** (Information and Discussion)
17. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
18. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, September 28, 2012 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: August 21, 2012

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
DRAFT MINUTES

TUESDAY, AUGUST 28, 2012, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:02 p.m. Present: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Excused: Members Barrow, Hillan, Sherwin and Sullivan.

2. **Adoption of Minutes of the May 25, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 25, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Hillson, the May 25, 2012 Meeting Minutes were approved without objection. (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan.)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Update on the Urban Forest Master Plan.** (Explanatory Document: Urban Forest Plan Presentation) Speakers: Jon Swae and Kay Cheng, San Francisco Planning Department (Informational Presentation and Discussion)

   Mr. Jon Swae, Urban Forest Plan Manager, updated the Council on the status of the Urban Forest Plan discussing topics that include: (Reference Urban Forest Plan Presentation)
   - What is an urban forest? Forest ecology and how it can be applied to an urban environment.
   - Guidance from the 2005 Urban Forest Plan and plans to update the tree estimate.
   - Why plan for the urban forest? Environmental, economic and social benefits of trees.

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- Obstacles to the urban forest: harsh growing environment, inconsistent and insufficient tree canopy, inadequate tree funding.
- Tree Transfer Maintenance Plan to expand and grow the urban forest.

Ms. Kay Cheng presented on current work on the Plan to create a street tree financing study, street tree census in three San Francisco neighborhoods, and working in collaboration with partners on Urban Forest Plan vision and goals. Mr. Swae discussed next steps and presented the upcoming schedule for the Plan that is due for completion in spring 2013. He discussed working with the Council to develop a vision and the possibility of forming a working group that would regularly meet to address key points of input.

Council members (1) requested ongoing updates and a list of goals that are being worked on; (2) suggested consulting environmental planning to strengthen the process and the Department of Public Health on their assessment of how a green environment is a healthy environment; and (3) including sidewalk gardens as a greening strategy.

5. **Hearing on Nomination for Landmark Tree Status.** The Council will hold a hearing to determine whether the following trees meet the criteria for designation as landmark trees: Presenter: Landmark Tree Committee Chair Rose Hillson (Discussion and Action)
   - **Magnolia *(Magnolia Campbellii)* located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA.** (Explanatory Documents: Property Owner Nomination Form, Committee and Staff Evaluation Forms, Landmark Tree Committee Written Report)
   - **Juniper *(Juniperus spp)* located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA** (Explanatory Documents: Property Owner Nomination Form, Committee and Staff Evaluation Forms, Landmark Tree Committee Written Report)

Landmark Tree Committee Chair Hillson and Member Buck reported on the Landmark Tree Committee's evaluation of the two trees and recommendation for denial of landmark tree status (Reference Landmark Tree Committee Written Report).

Public Comment: Mr. Robert Bozzini, member of the public who initiated the nomination for the property owner, Mr. Raymond Bozzini, spoke in support of the nomination for landmark tree status and discussed his involvement with the concerns of the neighboring property owner.

Upon Motion by Member Flanagan, second by Member Sider, the nomination for landmark tree status for the Magnolia and Juniper trees at 439 Brussels Street was not recommended for landmark tree status (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

6. **Approval of Draft Resolution File 2012-02-UFC to amend "Article VIII – Committees, Section 4 – Standing Committees, to change the meeting schedule of Urban Forestry Council Planning and Funding Committee and Landmark Tree Ad Hoc Committee meetings.** (Explanatory Document: Approved Resolution 002-12-UFC) (Discussion and Action) Sponsor and Speaker: Maria D'Agostino, Chair.

Upon Motion by Chair D'Agostino, second by Member Sider, Resolution File 2012-02-UFC to amend the Bylaws to change the Committee meeting schedules was approved without objection (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

7. **Review and Approval of Landmark Tree Ad Hoc Committee Proposed Amendments to the Landmark Tree Nomination Form and Draft Resolution File 2012-03-UFC to Amend Form.** (Explanatory Documents: Amended Landmark Tree Nomination Form and Approved Resolution 003-12-UFC) Sponsor and Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action)

   Landmark Tree Committee Chair Hillson and Committee Members Sutherland and Vargas reported on proposed amendments to the Landmark Tree Nomination Form as recommended by the Landmark Tree Committee. Member Hillson reported that the Resolution to the Board of Supervisors recommending amendments to the nomination form would be forwarded to the Board at the time Landmark Tree Ordinance grove amendments are finalized. Council Chair D'Agostino and Member Buck discussed the importance of including photos in the landmark tree nomination packet.

   Upon Motion by Chair D'Agostino, second by Member Vargas, the amendments to the Landmark Tree Nomination Form were approved without objection (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

8. **Update on Street Tree Pamphlet and Press Release.** (Explanatory Documents: San Francisco Street Tree Pamphlet Tree List and Edits) Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

   Chair D'Agostino reported on the working group's selection of trees and language for the Street Tree Guide for San Francisco. She reported that she is awaiting information from Friends of the Urban Forest and approval from the Council before the pamphlet is submitted to PG&E for printing. Council Members provided suggestions to the language and selection of trees and discussed the differences between this guide and the Urban Forestry Council's Recommended Street Tree List for San Francisco. The guide once published would be made available online at the Friends of the Urban Forest, Department of Public Works, and Urban Forestry Council websites.

   Public Comment: Mr. Douglas Wildman reported on his inquiries about the species listed on the small, medium, and large tree list and suggested that it should correlate with the City's existing list.

9. **Update on Urban Forestry Council Organizational Assessment Survey.** Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

   Chair D'Agostino reported that eight of the thirteen Council Members have filled out the Organizational Assessment Survey, and that it was reopened to provide the opportunity for the rest of the Council Members to respond.

10. **Urban Forestry Council Membership Term Limits and New Member Recruitment.** Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

    Chair D'Agostino reported on November 2012 Council membership term limits for most Council Members. She encouraged Council Members to consider whether they have time to participate in the Council and to provide timely information as requested. Member Vargas, who holds a mayoral seat, reported that she would be resigning from the Council at the end of her term in November. This agenda topic would be scheduled for discussion at the September Planning and Funding Committee meeting.

11. **Briefing on Process Improvements for Tree-Related Planning Code Requirements.** (Explanatory Documents: Tree Related Planning Code Requirements – Update on Process Improvements, Required Checklist for Tree Planting and Protection, Feasibility of Tree Planting or Removal form, and Flowchart of Proposed Business Process for Tree Protection, Removal and Planting) Speakers: Members Sider and Buck (Informational Report and Discussion)

    Member Sider presented on San Francisco Planning Department's process improvements for tree-related Planning Code requirements and distributed (1) the flowchart showing the proposed business process for tree protection, removal and planting, (2) the interdepartmental referral for feasibility of tree planting or removal, and (3) the required checklist for tree planting and protection (Reference explanatory documents). Member Buck reported on the Department of Public Work's (DPW) process issues with the previous plan and improvements made by the new plan. He discussed DPW's role in coordination with the Planning Department. Council Members and Member Buck discussed the availability of DPW staff time and resources to implement the requirements and the possibility of creating separate application fees for DPW's work.

12. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion) There was no staff report issued at this time.

13. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on June and July meetings. The August meeting was cancelled. Committee Chair D'Agostino reported that all agenda topics were discussed at this meeting. The Planning and Funding Committee members would be updated about future scheduling of Board of Supervisors meetings at the September 11 Committee meeting.

    Landmark Tree Ad Hoc Committee Report. Chair's Report on the August 14, 2012 Meeting and Recommendations (Explanatory Documents: Memo to Council regarding Tree Walk Idea and Mayors of San Francisco for Tree Walk List). Member Hillson reported on the Landmark Tree Committee's review of landmark tree nominations heard at this meeting, landmark tree ordinance amendments to add landmark groves, and nomination form for landmark groves that are pending further review by Department of Public Works. She reported that landmark tree identifiers had been continued to the call of the chair because of the cost associated with bronze identifiers. The Committee schedule has changed to the first Thursday at 4:15 p.m. on an ad hoc basis. Member Hillson presented on her idea of planting trees as dedications to San

Francisco mayors that could be an outreach mechanism and increase the visibility of the Council. Council Members provided their input.

14. **Chair's Announcements**: Chair, Urban Forestry Council (Information, Discussion, and Action)
    - **Memoriam to Milton Marks III, Council Member Emeritus.** Approval for Chair to create a condolence letter from the Urban Forestry Council. (Discussion and Action)

    Chair D'Agostino stated that Milton Marks III was a vital member of the Tree Advisory Board that led to the formation of the Urban Forestry Council and discussed his environmental and community leadership in San Francisco. Upon Motion by Member Sutherland, second by Member Sider, the Chair was granted approval to create a condolence letter on behalf of the Urban Forestry Council (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

15. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Vargas announced the upcoming great tree count and kickoff for the Urban Forest Map scheduled from September 30 – October 7 and boot camp training program that will be publicized on Facebook. Member Costello announced the completion of a University of California production video on training young trees directed to home gardeners.

16. **New Business/Future Agenda Items.** (Information and Discussion) Member Muraoka suggested that a presentation be made on the Van Ness Bus Rapid Transit Plan preferred alternative that has been identified as it relates to the impact on street trees in the median and opportunities to plant new trees.

17. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

18. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:42 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, September 28, 2012 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council, San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Respectfully submitted by, Monica Fish, Council Secretary

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

TUESDAY, AUGUST 28, 2012, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:02 p.m. Present: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Excused: Members Barrow, Hillan, Sherwin and Sullivan.

2. **Adoption of Minutes of the May 25, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 25, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Chair D'Agostino, second by Member Hillson, the May 25, 2012 Meeting Minutes were approved without objection. (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan.)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Update on the Urban Forest Master Plan.** (Explanatory Document: Urban Forest Plan Presentation) Speakers: Jon Swae and Kay Cheng, San Francisco Planning Department (Informational Presentation and Discussion)

   Mr. Jon Swae, Urban Forest Plan Manager, updated the Council on the status of the Urban Forest Plan discussing topics that include: (Reference Urban Forest Plan Presentation)
   - What is an urban forest? Forest ecology and how it can be applied to an urban environment.
   - Guidance from the 2005 Urban Forest Plan and plans to update the tree estimate.
   - Why plan for the urban forest? Environmental, economic and social benefits of trees.

- Obstacles to the urban forest: harsh growing environment, inconsistent and insufficient tree canopy, inadequate tree funding.
- Tree Transfer Maintenance Plan to expand and grow the urban forest.

Ms. Kay Cheng presented on current work on the Plan to create a street tree financing study, street tree census in three San Francisco neighborhoods, and working in collaboration with partners on Urban Forest Plan vision and goals. Mr. Swae discussed next steps and presented the upcoming schedule for the Plan that is due for completion in spring 2013. He discussed working with the Council to develop a vision and the possibility of forming a working group that would regularly meet to address key points of input.

Council members (1) requested ongoing updates and a list of goals that are being worked on; (2) suggested consulting environmental planning to strengthen the process and the Department of Public Health on their assessment of how a green environment is a healthy environment; and (3) including sidewalk gardens as a greening strategy.

5. **Hearing on Nomination for Landmark Tree Status.** The Council will hold a hearing to determine whether the following trees meet the criteria for designation as landmark trees: Presenter: Landmark Tree Committee Chair Rose Hillson (Discussion and Action)
   - **Magnolia *(Magnolia Campbellii)* located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA.** (Explanatory Documents: Property Owner Nomination Form, Committee and Staff Evaluation Forms, Landmark Tree Committee Written Report)
   - **Juniper *(Juniperus spp)* located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA** (Explanatory Documents: Property Owner Nomination Form, Committee and Staff Evaluation Forms, Landmark Tree Committee Written Report)

Landmark Tree Committee Chair Hillson and Member Buck reported on the Landmark Tree Committee's evaluation of the two trees and recommendation for denial of landmark tree status (Reference Landmark Tree Committee Written Report).

Public Comment: Mr. Robert Bozzini, member of the public who initiated the nomination for the property owner, Mr. Raymond Bozzini, spoke in support of the nomination for landmark tree status and discussed his involvement with the concerns of the neighboring property owner.

Upon Motion by Member Flanagan, second by Member Sider, the nomination for landmark tree status for the Magnolia and Juniper trees at 439 Brussels Street was not recommended for landmark tree status (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

6. **Approval of Draft Resolution File 2012-02-UFC to amend "Article VIII – Committees, Section 4 – Standing Committees, to change the meeting schedule of Urban Forestry Council Planning and Funding Committee and Landmark Tree Ad Hoc Committee meetings.** (Explanatory Document: Approved Resolution 002-12-UFC) (Discussion and Action) Sponsor and Speaker: Maria D'Agostino, Chair.

Upon Motion by Chair D'Agostino, second by Member Sider, Resolution File 2012-02-UFC to amend the Bylaws to change the Committee meeting schedules was approved without objection (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

7. **Review and Approval of Landmark Tree Ad Hoc Committee Proposed Amendments to the Landmark Tree Nomination Form and Draft Resolution File 2012-03-UFC to Amend Form.** (Explanatory Documents: Amended Landmark Tree Nomination Form and Approved Resolution 003-12-UFC) Sponsor and Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action)

Landmark Tree Committee Chair Hillson and Committee Members Sutherland and Vargas reported on proposed amendments to the Landmark Tree Nomination Form as recommended by the Landmark Tree Committee. Member Hillson reported that the Resolution to the Board of Supervisors recommending amendments to the nomination form would be forwarded to the Board at the time Landmark Tree Ordinance grove amendments are finalized. Council Chair D'Agostino and Member Buck discussed the importance of including photos in the landmark tree nomination packet.

Upon Motion by Chair D'Agostino, second by Member Vargas, the amendments to the Landmark Tree Nomination Form were approved without objection (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

8. **Update on Street Tree Pamphlet and Press Release.** (Explanatory Documents: San Francisco Street Tree Pamphlet Tree List and Edits) Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

Chair D'Agostino reported on the working group's selection of trees and language for the Street Tree Guide for San Francisco. She reported that she is awaiting information from Friends of the Urban Forest and approval from the Council before the pamphlet is submitted to PG&E for printing. Council Members provided suggestions to the language and selection of trees and discussed the differences between this guide and the Urban Forestry Council's Recommended Street Tree List for San Francisco. The guide once published would be made available online at the Friends of the Urban Forest, Department of Public Works, and Urban Forestry Council websites.

Public Comment: Mr. Douglas Wildman reported on his inquiries about the species listed on the small, medium, and large tree list and suggested that it should correlate with the City's existing list.

9. **Update on Urban Forestry Council Organizational Assessment Survey.** Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

Chair D'Agostino reported that eight of the thirteen Council Members have filled out the Organizational Assessment Survey, and that it was reopened to provide the opportunity for the rest of the Council Members to respond.

10. **Urban Forestry Council Membership Term Limits and New Member Recruitment.** Sponsor and Speaker: Maria D'Agostino, Chair (Informational Report and Discussion)

    Chair D'Agostino reported on November 2012 Council membership term limits for most Council Members. She encouraged Council Members to consider whether they have time to participate in the Council and to provide timely information as requested. Member Vargas, who holds a mayoral seat, reported that she would be resigning from the Council at the end of her term in November. This agenda topic would be scheduled for discussion at the September Planning and Funding Committee meeting.

11. **Briefing on Process Improvements for Tree-Related Planning Code Requirements.** (Explanatory Documents: Tree Related Planning Code Requirements – Update on Process Improvements, Required Checklist for Tree Planting and Protection, Feasibility of Tree Planting or Removal form, and Flowchart of Proposed Business Process for Tree Protection, Removal and Planting) Speakers: Members Sider and Buck (Informational Report and Discussion)

    Member Sider presented on San Francisco Planning Department's process improvements for tree-related Planning Code requirements and distributed (1) the flowchart showing the proposed business process for tree protection, removal and planting, (2) the interdepartmental referral for feasibility of tree planting or removal, and (3) the required checklist for tree planting and protection (Reference explanatory documents). Member Buck reported on the Department of Public Work's (DPW) process issues with the previous plan and improvements made by the new plan. He discussed DPW's role in coordination with the Planning Department. Council Members and Member Buck discussed the availability of DPW staff time and resources to implement the requirements and the possibility of creating separate application fees for DPW's work.

12. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion) There was no staff report issued at this time.

13. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on June and July meetings. The August meeting was cancelled. Committee Chair D'Agostino reported that all agenda topics were discussed at this meeting. The Planning and Funding Committee members would be updated about future scheduling of Board of Supervisors meetings at the September 11 Committee meeting.

    Landmark Tree Ad Hoc Committee Report. Chair's Report on the August 14, 2012 Meeting and Recommendations (Explanatory Documents: Memo to Council regarding Tree Walk Idea and Mayors of San Francisco for Tree Walk List). Member Hillson reported on the Landmark Tree Committee's review of landmark tree nominations heard at this meeting, landmark tree ordinance amendments to add landmark groves, and nomination form for landmark groves that are pending further review by Department of Public Works. She reported that landmark tree identifiers had been continued to the call of the chair because of the cost associated with bronze identifiers. The Committee schedule has changed to the first Thursday at 4:15 p.m. on an ad hoc basis. Member Hillson presented on her idea of planting trees as dedications to San

Francisco mayors that could be an outreach mechanism and increase the visibility of the Council. Council Members provided their input.

14. **Chair's Announcements**: Chair, Urban Forestry Council (Information, Discussion, and Action)
    - **Memoriam to Milton Marks III, Council Member Emeritus.** Approval for Chair to create a condolence letter from the Urban Forestry Council. (Discussion and Action)

    Chair D'Agostino stated that Milton Marks III was a vital member of the Tree Advisory Board that led to the formation of the Urban Forestry Council and discussed his environmental and community leadership in San Francisco. Upon Motion by Member Sutherland, second by Member Sider, the Chair was granted approval to create a condolence letter on behalf of the Urban Forestry Council (AYES: Chair D'Agostino, Vice Chair Flanagan, Members Buck, Costello, Hillson, Muraoka, Sider, Sutherland, and Vargas; Absent: Members Barrow, Hillan, Sherwin and Sullivan).

15. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member Vargas announced the upcoming great tree count and kickoff for the Urban Forest Map scheduled from September 30 – October 7 and boot camp training program that will be publicized on Facebook. Member Costello announced the completion of a University of California production video on training young trees directed to home gardeners.

16. **New Business/Future Agenda Items.** (Information and Discussion) Member Muraoka suggested that a presentation be made on the Van Ness Bus Rapid Transit Plan preferred alternative that has been identified as it relates to the impact on street trees in the median and opportunities to plant new trees.

17. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

18. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:42 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, September 28, 2012 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council, San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Approved: October 23, 2012

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Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
URBAN FORESTRY COUNCIL

CANCELLED MEETING NOTICE
FRIDAY, SEPTEMBER 28, 2012, 8:30 A.M.

ROOM 400, CITY HALL
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

The Urban Forestry Council's Regular Meeting of Friday, September 28. 2012, at 8:30 a.m. has been **CANCELLED.** The next regular meeting is scheduled for **Tuesday, October 23, 2012 at 6:00 p.m.** and will be held at City Hall, Room 416, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas.

Posted: September 13, 2012

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Regular Meeting Notice and Agenda
Tuesday, October 23, 2012, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Dan Flanagan (Vice-Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, Megan Sutherland, and Kelaine Vargas; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Stanley Muraoka (San Francisco Redevelopment Agency/Administrative Services); San Francisco Recreation and Park Department (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the August 28, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: August 28, 2012 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **San Francisco Clean and Safe Neighborhood Parks Bond.** Recreation and Park Department staff will give an informational presentation on the forestry program within the upcoming bond measure. Speakers: Karen Mauney-Brodeck, Deputy Director for Park Planning, Capital and Planning Division, and Melinda Stockmann, Assistant Project Manager (Informational Presentation and Discussion)
5. **Changes to Administrative Support to the Urban Forestry Council.** (Explanatory Document: Administrative Support to the Council Letter) (Discussion and Possible Action)
6. **Urban Forestry Council Organizational Assessment.** The Council will review responses received from Council Members on the Organizational Assessment Survey questions. (Explanatory Document: Organizational Assessment Survey Responses) (Discussion)

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7. **Urban Forestry Council Annual Goal Setting Meeting Organization.** The Committee will review last year's goals and the responses received from Council Members on the Organizational Assessment Survey. (Explanatory Documents: 2011 Urban Forestry Council Goals and Organizational Assessment Survey Responses) (Discussion)
8. **Update on the Urban Forest Plan Working Group Session.** (Discussion)
9. **Review and Approval of Draft Resolution File 2012-04-UFC Commending Urban Forestry Council Member Kelaine Vargas for her Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File 2012-04-UFC) (Discussion and Action)
10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the September and October meetings.
    Landmark Tree Ad Hoc Committee Report. Chair's Report on the October and November meetings.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information, Discussion, and Action)
13. **Urban Forestry Council Member Announcements**. (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, December 14, 2012 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: October 16, 2012

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
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TUESDAY, OCTOBER 23, 2012, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:07 p.m. Present: Chair D'Agostino, Council Members Hillson, Sherwin, Sider, Sullivan (6:10), Sutherland, and Vargas; Excused: Council Members Barrow, Buck, Flanagan, and Hillan; Absent: Member Costello. Member Muraoka has retired from the Redevelopment Agency/Administrative Services Department and Council.

2. **Adoption of Minutes of the August 28, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: August 28, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Vargas, the August 28, 2012 Draft Minutes were approved without objection (AYES: Members D'Agostino, Hillson, Sherwin, Sider, Sutherland and Vargas; Absent: Members Buck, Costello, Flanagan, and Hillan).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. This item was heard after Item 6. There was no public comment at this time.

4. **San Francisco Clean and Safe Neighborhood Parks Bond.** Recreation and Park Department staff will give an informational presentation on the forestry program within the upcoming bond measure. (Explanatory Document: Presentation) Speakers: Karen Mauney-Brodeck, Deputy Director for Park Planning, Capital and Planning Division, and Melinda Stockmann, Assistant Project Manager (Informational Presentation and Discussion)

   Ms. Karen-Mauney-Brodeck and Ms. Melinda Stockmann presented on the Clean and Safe Neighborhood Parks Bond discussing the goal to address hazardous trees to protect life and property and replant trees for a safer and healthier urban forest. Topics of discussion included Park Forestry Program background, overview, funding, and next steps; the existing condition of San Francisco's urban forests; Recreation and Park Department Hazard Tree Assessment;

measures to protect wildlife, and 2008 Park Forestry Program high priority sites. Council members discussed proposed work that is planned and provided feedback about the program.

5. **Changes to Administrative Support to the Urban Forestry Council.** (Explanatory Document: Administrative Support to the Council Letter) (Discussion and Possible Action)

   Council members discussed the reduction of administrative support to the Council addressing concerns with their ability to take on added assignments and for the Council to continue without the essential role of a coordinator. Member Hillson reported on and expressed concern with Council budget allocations and Environment Code specifications for Council staffing. Next steps discussed include planned work to secure grant funding, intern assignment, reducing the meeting schedule in order to allocate staff time to other Council projects, and outlining tasks and time allocations to identify alternatives to the current plan. An additional meeting will be held with the Deputy Director to discuss these options.

6. **Urban Forestry Council Organizational Assessment.** The Council will review responses received from Council Members on the Organizational Assessment Survey questions. (Explanatory Document: Organizational Assessment Survey Responses) (Discussion)

   Chair D'Agostino reported on and Council members discussed the Planning and Funding Committee's review of responses to the Organizational Assessment Survey and how suggestions for areas of improvement can coincide with Council goal-setting. It was suggested that the assessment be implemented on an annual basis in order to improve the Council's effectiveness as a group.

7. **Urban Forestry Council Annual Goal Setting Meeting Organization.** The Committee will review last year's goals and the responses received from Council Members on the Organizational Assessment Survey. (Explanatory Documents: 2011 Urban Forestry Council Goals and Organizational Assessment Survey Responses) (Discussion)

   Chair D'Agostino reported on and Council members discussed the Planning and Funding Committee discussion on annual goal setting and proposal to add a new goal identified through the Organizational Assessment Survey to develop a member's guide to the Council. A goal setting meeting will be held at the December 14 meeting for the Council to identify new goals and action items to achieve goals, review the applicability of current goals, discuss ways to build awareness of goals, and accomplishments made toward goals.

8. **Update on the Urban Forest Plan Working Group Session.** (Discussion)

   Member Sherwin reported on the recent Urban Forest Plan working group session that she attended and Planning Department staff's intent to engage in a monthly discussion with the Council on the Plan. It was reported that the AECOM study would be released this week and that the group is in the process of reviewing other urban forest plans from other cities. Council members were urged to attend future meetings on a rotational basis and provide comments.

9. **Review and Approval of Draft Resolution File 2012-04-UFC Commending Urban Forestry Council Member Kelaine Vargas for her Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File 2012-04-UFC and Approved Resolution 004-12-UFC) (Discussion and Action)

   Chair D'Agostino read the Resolution into the record. Member Vargas was commended for her service to the Council. Upon Motion by Chair D'Agostino, second by Member Sherwin, Draft Resolution File 2012-04-UFC was approved without objection. (AYES: Members D'Agostino, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Members Buck, Costello, Flanagan, and Hillan).

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion) No report was issued at this time.

11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the September and October meetings. Chair D'Agostino reported on Committee discussions on the Organizational Assessment Survey, goal setting, new member recruitment, update on the Urban Forest Plan working group meeting, and meeting schedule adjustments that will be scheduled for discussion and action at the December 14 full Council meeting. She reported that an informational matrix from Friends of the Urban Forest is pending before the Street Tree Pamphlet can be finalized.

    Landmark Tree Ad Hoc Committee Report. Chair's Report on the October and November meetings. Committee Chair Hillson reported that the Committee has approved a landmark grove nomination form and amended Landmark Grove Criteria and Definition for recommendation to the Council. The Public Works Code relative to landmark groves will be reviewed at the November 1 Committee meeting and when finalized will be forwarded to the Council and then the Deputy City Attorney for review.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) No additional announcement were made at this time.

13. **Urban Forestry Council Member Announcements**. (Information and Discussion) Chair D'Agostino provided information about membership and events at the California Urban Forestry Council. Members Sullivan and Sherwin announced that Board of Supervisors member Wiener is sponsoring a discussion on the tree relinquishment program and alternate funding for urban forestry on October 25, at 1 p.m., City Hall, Room 263. Member Vargas reported that the San Francisco Urban Forest map application has been released. Member Sherwin reported on the success of the renovation at Balboa Park.

14. **New Business/Future Agenda Items.** (Information and Discussion) Chair D'Agostino reported that the December 14 meeting will include discussion and action on the Council meeting schedule, goal-setting, administrative staffing, presentation on the tree assessment for the Van Ness Bus Rapid Transit System Plan, and a tentative presentation on the San Francisco State University forestry plan.

15. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Ms. Emily (last name not provided), environmental studies major, University of San Francisco, spoke of her spiritual connection to trees and asked Council members to describe their involvement with the Council and why they value trees. Council members individually responded providing information on their representation on the Council and their interests and involvement with urban forestry.

16. Adjournment. The Urban Forestry Council meeting adjourned at 8:20 p.m.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council, San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Approved:

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

TUESDAY, OCTOBER 23, 2012, 6:00 P.M.
CITY HALL, ROOM 416
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

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approved

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:07 p.m. Present: Chair D'Agostino, Council Members Hillson, Sherwin, Sider, Sullivan (6:10), Sutherland, and Vargas; Excused: Council Members Barrow, Buck, Flanagan, and Hillan; Absent: Member Costello. Member Muraoka has retired from the Redevelopment Agency/Administrative Services Department and Council.

2. **Adoption of Minutes of the August 28, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: August 28, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Vargas, the August 28, 2012 Draft Minutes were approved without objection (AYES: Members D'Agostino, Hillson, Sherwin, Sider, Sutherland and Vargas; Absent: Members Buck, Costello, Flanagan, and Hillan).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. This item was heard after Item 6. There was no public comment at this time.

4. **San Francisco Clean and Safe Neighborhood Parks Bond.** Recreation and Park Department staff will give an informational presentation on the forestry program within the upcoming bond measure. (Explanatory Document: Presentation) Speakers: Karen Mauney-Brodeck, Deputy Director for Park Planning, Capital and Planning Division, and Melinda Stockmann, Assistant Project Manager (Informational Presentation and Discussion)

   Ms. Karen-Mauney-Brodeck and Ms. Melinda Stockmann presented on the Clean and Safe Neighborhood Parks Bond discussing the goal to address hazardous trees to protect life and property and replant trees for a safer and healthier urban forest. Topics of discussion included Park Forestry Program background, overview, funding, and next steps; the existing condition of San Francisco's urban forests; Recreation and Park Department Hazard Tree Assessment;

measures to protect wildlife, and 2008 Park Forestry Program high priority sites. Council members discussed proposed work that is planned and provided feedback about the program.

5. **Changes to Administrative Support to the Urban Forestry Council.** (Explanatory Document: Administrative Support to the Council Letter) (Discussion and Possible Action)

   Council members discussed the reduction of administrative support to the Council addressing concerns with their ability to take on added assignments and for the Council to continue without the essential role of a coordinator. Member Hillson reported on and expressed concern with Council budget allocations and Environment Code specifications for Council staffing. Next steps discussed include planned work to secure grant funding, intern assignment, reducing the meeting schedule in order to allocate staff time to other Council projects, and outlining tasks and time allocations to identify alternatives to the current plan. An additional meeting will be held with the Deputy Director to discuss these options.

6. **Urban Forestry Council Organizational Assessment.** The Council will review responses received from Council Members on the Organizational Assessment Survey questions. (Explanatory Document: Organizational Assessment Survey Responses) (Discussion)

   Chair D'Agostino reported on and Council members discussed the Planning and Funding Committee's review of responses to the Organizational Assessment Survey and how suggestions for areas of improvement can coincide with Council goal-setting. It was suggested that the assessment be implemented on an annual basis in order to improve the Council's effectiveness as a group.

7. **Urban Forestry Council Annual Goal Setting Meeting Organization.** The Committee will review last year's goals and the responses received from Council Members on the Organizational Assessment Survey. (Explanatory Documents: 2011 Urban Forestry Council Goals and Organizational Assessment Survey Responses) (Discussion)

   Chair D'Agostino reported on and Council members discussed the Planning and Funding Committee discussion on annual goal setting and proposal to add a new goal identified through the Organizational Assessment Survey to develop a member's guide to the Council. A goal setting meeting will be held at the December 14 meeting for the Council to identify new goals and action items to achieve goals, review the applicability of current goals, discuss ways to build awareness of goals, and accomplishments made toward goals.

8. **Update on the Urban Forest Plan Working Group Session.** (Discussion)

   Member Sherwin reported on the recent Urban Forest Plan working group session that she attended and Planning Department staff's intent to engage in a monthly discussion with the Council on the Plan. It was reported that the AECOM study would be released this week and that the group is in the process of reviewing other urban forest plans from other cities. Council members were urged to attend future meetings on a rotational basis and provide comments.

9. **Review and Approval of Draft Resolution File 2012-04-UFC Commending Urban Forestry Council Member Kelaine Vargas for her Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File 2012-04-UFC and Approved Resolution 004-12-UFC) (Discussion and Action)

   Chair D'Agostino read the Resolution into the record. Member Vargas was commended for her service to the Council. Upon Motion by Chair D'Agostino, second by Member Sherwin, Draft Resolution File 2012-04-UFC was approved without objection. (AYES: Members D'Agostino, Hillson, Sherwin, Sider, Sullivan, Sutherland and Vargas; Absent: Members Buck, Costello, Flanagan, and Hillan).

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion) No report was issued at this time.

11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the September and October meetings. Chair D'Agostino reported on Committee discussions on the Organizational Assessment Survey, goal setting, new member recruitment, update on the Urban Forest Plan working group meeting, and meeting schedule adjustments that will be scheduled for discussion and action at the December 14 full Council meeting. She reported that an informational matrix from Friends of the Urban Forest is pending before the Street Tree Pamphlet can be finalized.

    Landmark Tree Ad Hoc Committee Report. Chair's Report on the October and November meetings. Committee Chair Hillson reported that the Committee has approved a landmark grove nomination form and amended Landmark Grove Criteria and Definition for recommendation to the Council. The Public Works Code relative to landmark groves will be reviewed at the November 1 Committee meeting and when finalized will be forwarded to the Council and then the Deputy City Attorney for review.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) No additional announcement were made at this time.

13. **Urban Forestry Council Member Announcements**. (Information and Discussion) Chair D'Agostino provided information about membership and events at the California Urban Forestry Council. Members Sullivan and Sherwin announced that Board of Supervisors member Wiener is sponsoring a discussion on the tree relinquishment program and alternate funding for urban forestry on October 25, at 1 p.m., City Hall, Room 263. Member Vargas reported that the San Francisco Urban Forest map application has been released. Member Sherwin reported on the success of the renovation at Balboa Park.

14. **New Business/Future Agenda Items.** (Information and Discussion) Chair D'Agostino reported that the December 14 meeting will include discussion and action on the Council meeting schedule, goal-setting, administrative staffing, presentation on the tree assessment for the Van Ness Bus Rapid Transit System Plan, and a tentative presentation on the San Francisco State University forestry plan.

15. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Ms. Emily (last name not provided), environmental studies major, University of San Francisco, spoke of her spiritual connection to trees and asked Council members to describe their involvement with the Council and why they value trees. Council members individually responded providing information on their representation on the Council and their interests and involvement with urban forestry.

16. Adjournment. The Urban Forestry Council meeting adjourned at 8:20 p.m.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council, San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Approved: December 14, 2012

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Regular Meeting Notice and Agenda
Friday, December 14, 2012, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Dan Flanagan (Vice-Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, and Megan Sutherland; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the October 23, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: October 23, 2012 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Presentation on the Van Ness Bus Rapid Transit System Plan.** Speakers: Shari Tavafrashti, Principal Engineer, San Francisco County Transportation Authority; Michael Schwartz, Senior Transportation Planner, Peter Gabancho, Project Manager III and Paul Bignardi, Transit Planner IV, San Francisco Municipal Transportation Agency (Informational Presentation and Discussion)
5. **Review and Approval of Draft Resolution File 2012-05-UFC Commending Urban Forestry Council Member Stanley Muraoka for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File 2012-05-UFC) (Discussion and Action)
6. **Update on Changes to Administrative Support to the Urban Forestry Council.** (Explanatory Documents: Administrative Support to the Council Letter, Work Plan, and Administrative Support Comments by Member Hillson) (Discussion and Possible Action)

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

7. **Proposal to amend the Urban Forestry Council Meeting Schedule.** The Council will discuss amending the meeting schedule and proposing an amendment to the Bylaws. (Explanatory Document: Meeting Schedule Recommendations) Speaker: Chair D'Agostino (Discussion and Possible Action)
8. **Urban Forestry Council Annual Goal Setting Meeting.** The Council will review last year's goals and identify new goals for 2012. (Explanatory Document: 2012 Urban Forestry Council Draft Goals) (Discussion and Action)
9. **Update on the Urban Forest Plan Working Group Session.** (Discussion)
10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)
11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the December meeting.
    Landmark Tree Ad Hoc Committee Report. Chair's Report on the November and December meetings.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, January 25, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: November 27, 2012

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
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FRIDAY, DECEMBER 14, 2012, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:40 a.m. Present: Chair D'Agostino, Council Members Barrow, Buck, Costello, Hillan, Hillson, Flanagan, Sider, Stockmann, Sullivan, Sutherland. Excused: Member Sherwin. Council Member Stockmann, Recreation and Park Department representative, introduced herself. Chair D'Agostino requested an Introductions agenda item for the January 25, 2013 meeting.

2. **Adoption of Minutes of the October 23, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: October 23, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Council Chair D'Agostino, second by Member Flanagan, the October 23, 2012 Draft Minutes were adopted without objection. (AYES: Chair D'Agostino, Council Members Buck, Costello, Hillan, Hillson, Flanagan, Sider, Sullivan, Sutherland. Absent: Member Sherwin.)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Presentation on the Van Ness Bus Rapid Transit (BRT) System Plan**. (Explanatory Document: Van Ness BRT Presentation) Speaker: Michael Schwartz, Senior Transportation Planner, San Francisco County Transportation Authority (Informational Presentation and Discussion).

   Mr. Michael Schwartz presented on the Van Ness Bus Rapid Transit System Plan discussing project purpose and need, BRT network context and features, alternatives and analysis assessed in the Draft Environmental Impact Statement and Report, findings, and key issues. He reported that the Center BRT is the preferred alternative and discussed challenges and recommendations being made, cost, funding, and project schedule. Mr. Schwartz reported on the tree analysis along the Van Ness corridor discussing existing conditions, options with each alternative, and

new planting species being considered. (Reference Presentation) Council members discussed proposed work that is planned and provided feedback on the plan.

Public Comment:

Mr. Terence Faulkner cautioned that palm trees should not be planted near a sewer line, especially an aging sewer line, and to not install streetcar tracks over a sewer line. He discussed the damage to his family residence by the roots of a palm tree that went into the main water line.

Mr. Frank Mason questioned whether the project will include a life-cycle cost analysis and tree maintenance plan that will document the cost of the trees, the sequence of maintenance, the City department responsible for maintenance, and funding stream to support the maintenance. He suggested viewing the condition of the trees that were established at the light rail station on South 1st and 2nd Streets and the light rail corridor on North 1st Street in San Jose. Mr. Mason discussed Department of Public Works request for funding at Transportation Authority meetings and their ability to provide maintenance for the trees that will be planted. He discussed political issues surrounding the use of Proposition K funding for transportation projects.

Ms. Carla Short, Department of Public Works (DPW), spoke in support of Mr. Mason's comments regarding Department of Public Work's concerns for funding for tree maintenance. She stated that DPW's concern is for maintenance of the new trees that will be planted in narrow medians surrounded by OCS wires. Ms. Short expressed her concern for the impact to trees from construction, and that the tree canopy would not be the same as before, with only 7 to 11 mature trees being maintained. DPW's preference is for the side-loading alternative as opposed to the locally-preferred alternative for center loading. The side-loading alternative would achieve a lot of the same benefits, maybe not at the same speed, but would preserve existing medians, visual impact and canopy of medians.

5. **Review and Approval of Draft Resolution File 2012-05-UFC Commending Urban Forestry Council Member Stanley Muraoka for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File 2012-05-UFC and Approved Resolution 005-12-UFC) (Discussion and Action)

Chair D'Agostino read the Resolution into the record. Chair D'Agostino motioned, seconded by Member Hillson to approve the Resolution. Member Costello motioned, seconded by Member Hillan to amend the Resolution to change "arboreal" to "expertise." The Resolution was approved with the recommended amendment (AYES: Chair D'Agostino, Council Members Buck, Costello, Hillan, Hillson, Flanagan, Sider, Sullivan, and Sutherland. Absent: Member Sherwin.)

6. **Update on Changes to Administrative Support to the Urban Forestry Council.** (Explanatory Documents: Administrative Support to the Council Letter, Work Plan, and Administrative Support Comments by Member Hillson, Public Comments Received) (Discussion and Possible Action)

Chair D'Agostino reported on Department of the Environment communications regarding administrative staffing and the work plan for the Council, Member Hillson's comments, the Planning and Funding Committee discussion, and public comment received from (1) Ms. Nancy Wuerfel questioning staffing and budgetary allocation to the Council, (2) the Coalition of San

Francisco Neighborhoods Resolution in support of restoring funding and staffing; and (3) Mr. Eric Brooks, San Francisco Green Party and Our City, advocating for adequate funding and support. (Reference Explanatory Documents) Council Members discussed their ideas for reinstating staffing and additional funding in order to function and be an effective Council. Member Hillson presented a screenprint from the Controller's Office showing the funding allocation to the Council that she believes has not been allocated to the Council to date and a letter to the Department to reinstate administrative support staff and funding. Member Stockmann suggested requesting clarity on the jurisdiction and discretionary authority of the Deputy Director for reallocating funding and making funding recommendations.

Public Comment:

Mr. Terence Faulkner suggested that the letter requesting jurisdiction and discretionary authority be copied to the City Controller, City Treasurer, Board of Supervisors, and City Attorney's Office because these agencies have the authority for disbursement of funds. He also suggested gathering publicity on this issue and talking to schools about providing free student services.

Ms. Katherine Howard, Open Space Committee for Coalition for San Francisco Neighborhoods, referenced the Resolution from the Coalition, a coalition of 48 San Francisco neighborhoods, supporting the work of the Council and restoring full funding. She spoke in support of the Council's work and expressed her concern for the lack of funding for the Council to operate effectively. She urged the Council to aggressively pursue additional funding.

Ms. Jennie Kwok, resident and voter, spoke in support of the Urban Forestry Council's work and read the Coalition for San Francisco Neighborhoods Resolution into the record to restore full funding and ensure funding in subsequent years (Reference Explanatory Document).

Ms. Cathy Lentz, Park Merced Action Coalition, spoke in support of the Council's work and expressed her concern that without the Council, there would not be an agency to support the 1200 trees located at Park Merced Apartments and to represent San Francisco and its trees.

Upon Motion by Member Sutherland, second by Member Sullivan, the letter that Member Hillson presented was edited and approved. The letter is addressed to the Commission on the Environment requesting that the Commission recommend reinstatement of administrative staffing and support. (Reference Letter) (AYES: Chair D'Agostino, Council Members Buck, Costello, Hillan, Hillson, Flanagan, Sider, Sullivan, and Sutherland. Absent: Member Sherwin.)

Upon Motion by Member Hillan, second by Member Sullivan, Member Hillan was directed to prepare a letter to the Deputy Director questioning his jurisdiction and discretionary authority for reallocating funding and making funding recommendations with copies to the Controller, Treasurer and City Attorney.

7. **Proposal to amend the Urban Forestry Council Meeting Schedule.** The Council will discuss amending the meeting schedule and proposing an amendment to the Bylaws. (Explanatory Document: Meeting Schedule Recommendations) Speaker: Chair D'Agostino (Discussion and Possible Action)

The Council held a discussion on this agenda item. The meeting schedule was not amended at this time and was proposed for further discussion after additional discussion or action has been taken on funding for the Council. Continued to the Call of the Chair.

Public Comment:

Ms. Katherine Howard discussed the effect on public participation if meetings are not held on a regular schedule and every other month as opposed to once a month. She stated that regularly scheduled meetings also provide the Council with more visibility and impact.

Mr. Terence Faulkner suggested that the Council prepare a formal annual report with binding or pamphlet on the work of the Council that would be sent to each public official and the Main Library Government Documents section in order to gather prestige. He suggested that the Council reference examples at the Main Library Government Documents Section.

Ms. Cathy Lentz appreciates the efforts of Urban Forestry Council volunteers. She asked that the Council continue its work and not reduce the meeting schedule as it would result in less input from the public.

Item 9 was heard before Item 8.

8. **Urban Forestry Council Annual Goal Setting Meeting.** The Council will review last year's goals and identify new goals for 2012. (Explanatory Document: 2012 Urban Forestry Council Draft Goals) (Discussion and Action) Chair D'Agostino moved, seconded by Member Sutherland (without objection) to continue this item to the January 25, 2013 meeting after additional information is established regarding funding for the Council.

9. **Update on the Urban Forest Plan Working Group Session.** (Discussion) Chair D'Agostino reported on a meeting held with Planning Department staff, Member Flanagan and herself to receive an update on the Plan and how the Council can participate. She stated that she would continue to send out invitations to members to attend meetings, agendas, meeting summaries, and explanatory documents. A request was made for an additional presentation by Planning staff at an Urban Forestry Council meeting.

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

    Ms. Fish reported on communications received from Mr. Michael Russom on environmental issues at Park Merced on plan that was sent to all Council Members (Reference Public Comment Document). Chair D'Agostino reported that she would contact Mr. Russom to discuss opportunities for interacting with the Council on this issue. A request was made for project sponsors of the Park Merced Plan to make a presentation to the Council and provide a public forum.

    Ms. Cathy Lentz reported that there is a plan to remove 1200 trees at Park Merced, discussed lack of maintenance for the trees, and what can be done to ensure better quality of replacement trees.

Mr. Terence Faulkner discussed his concerns with the credibility of Park Merced management.

Items 11 – 15 were not heard due to a loss of quorum at this time.

11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the December meeting.
    Landmark Tree Ad Hoc Committee Report. Chair's Report on the November and December meetings.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 11:20 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, January 25, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council, San Francisco Department of the Environment
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11 Grove Street, San Francisco, CA 94102

Approved:

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DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING
APPROVED MINUTES

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FRIDAY, DECEMBER 14, 2012, 8:30 A.M.
CITY HALL, ROOM 400
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:40 a.m. Present: Chair D'Agostino, Council Members Barrow, Buck, Costello, Hillan, Hillson, Flanagan, Sider, Stockmann, Sullivan, Sutherland. Excused: Member Sherwin. Council Member Stockmann, Recreation and Park Department representative, introduced herself. Chair D'Agostino requested an Introductions agenda item for the January 25, 2013 meeting.

2. **Adoption of Minutes of the October 23, 2012 Urban Forestry Council Regular Meeting.** (Explanatory Document: October 23, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Council Chair D'Agostino, second by Member Flanagan, the October 23, 2012 Draft Minutes were adopted without objection. (AYES: Chair D'Agostino, Council Members Buck, Costello, Hillan, Hillson, Flanagan, Sider, Sullivan, Sutherland. Absent: Member Sherwin.)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Presentation on the Van Ness Bus Rapid Transit (BRT) System Plan**. (Explanatory Document: Van Ness BRT Presentation) Speaker: Michael Schwartz, Senior Transportation Planner, San Francisco County Transportation Authority (Informational Presentation and Discussion).

   Mr. Michael Schwartz presented on the Van Ness Bus Rapid Transit System Plan discussing project purpose and need, BRT network context and features, alternatives and analysis assessed in the Draft Environmental Impact Statement and Report, findings, and key issues. He reported that the Center BRT is the preferred alternative and discussed challenges and recommendations being made, cost, funding, and project schedule. Mr. Schwartz reported on the tree analysis along the Van Ness corridor discussing existing conditions, options with each alternative, and

new planting species being considered. (Reference Presentation) Council members discussed proposed work that is planned and provided feedback on the plan.

Public Comment:

Mr. Terence Faulkner cautioned that palm trees should not be planted near a sewer line, especially an aging sewer line, and to not install streetcar tracks over a sewer line. He discussed the damage to his family residence by the roots of a palm tree that went into the main water line.

Mr. Frank Mason questioned whether the project will include a life-cycle cost analysis and tree maintenance plan that will document the cost of the trees, the sequence of maintenance, the City department responsible for maintenance, and funding stream to support the maintenance. He suggested viewing the condition of the trees that were established at the light rail station on South 1st and 2nd Streets and the light rail corridor on North 1st Street in San Jose. Mr. Mason discussed Department of Public Works request for funding at Transportation Authority meetings and their ability to provide maintenance for the trees that will be planted. He discussed political issues surrounding the use of Proposition K funding for transportation projects.

Ms. Carla Short, Department of Public Works (DPW), spoke in support of Mr. Mason's comments regarding Department of Public Work's concerns for funding for tree maintenance. She stated that DPW's concern is for maintenance of the new trees that will be planted in narrow medians surrounded by OCS wires. Ms. Short expressed her concern for the impact to trees from construction, and that the tree canopy would not be the same as before, with only 7 to 11 mature trees being maintained. DPW's preference is for the side-loading alternative as opposed to the locally-preferred alternative for center loading. The side-loading alternative would achieve a lot of the same benefits, maybe not at the same speed, but would preserve existing medians, visual impact and canopy of medians.

5. **Review and Approval of Draft Resolution File 2012-05-UFC Commending Urban Forestry Council Member Stanley Muraoka for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution File 2012-05-UFC and Approved Resolution 005-12-UFC) (Discussion and Action)

Chair D'Agostino read the Resolution into the record. Chair D'Agostino motioned, seconded by Member Hillson to approve the Resolution. Member Costello motioned, seconded by Member Hillan to amend the Resolution to change "arboreal" to "expertise." The Resolution was approved with the recommended amendment (AYES: Chair D'Agostino, Council Members Buck, Costello, Hillan, Hillson, Flanagan, Sider, Sullivan, and Sutherland. Absent: Member Sherwin.)

6. **Update on Changes to Administrative Support to the Urban Forestry Council.** (Explanatory Documents: Administrative Support to the Council Letter, Work Plan, and Administrative Support Comments by Member Hillson, Public Comments Received) (Discussion and Possible Action)

Chair D'Agostino reported on Department of the Environment communications regarding administrative staffing and the work plan for the Council, Member Hillson's comments, the Planning and Funding Committee discussion, and public comment received from (1) Ms. Nancy Wuerfel questioning staffing and budgetary allocation to the Council, (2) the Coalition of San

Francisco Neighborhoods Resolution in support of restoring funding and staffing; and (3) Mr. Eric Brooks, San Francisco Green Party and Our City, advocating for adequate funding and support. (Reference Explanatory Documents) Council Members discussed their ideas for reinstating staffing and additional funding in order to function and be an effective Council. Member Hillson presented a screenprint from the Controller's Office showing the funding allocation to the Council that she believes has not been allocated to the Council to date and a letter to the Department to reinstate administrative support staff and funding. Member Stockmann suggested requesting clarity on the jurisdiction and discretionary authority of the Deputy Director for reallocating funding and making funding recommendations.

Public Comment:

Mr. Terence Faulkner suggested that the letter requesting jurisdiction and discretionary authority be copied to the City Controller, City Treasurer, Board of Supervisors, and City Attorney's Office because these agencies have the authority for disbursement of funds. He also suggested gathering publicity on this issue and talking to schools about providing free student services.

Ms. Katherine Howard, Open Space Committee for Coalition for San Francisco Neighborhoods, referenced the Resolution from the Coalition, a coalition of 48 San Francisco neighborhoods, supporting the work of the Council and restoring full funding. She spoke in support of the Council's work and expressed her concern for the lack of funding for the Council to operate effectively. She urged the Council to aggressively pursue additional funding.

Ms. Jennie Kwok, resident and voter, spoke in support of the Urban Forestry Council's work and read the Coalition for San Francisco Neighborhoods Resolution into the record to restore full funding and ensure funding in subsequent years (Reference Explanatory Document).

Ms. Cathy Lentz, Park Merced Action Coalition, spoke in support of the Council's work and expressed her concern that without the Council, there would not be an agency to support the 1200 trees located at Park Merced Apartments and to represent San Francisco and its trees.

Upon Motion by Member Sutherland, second by Member Sullivan, the letter that Member Hillson presented was edited and approved. The letter is addressed to the Commission on the Environment requesting that the Commission recommend reinstatement of administrative staffing and support. (Reference Letter) (AYES: Chair D'Agostino, Council Members Buck, Costello, Hillan, Hillson, Flanagan, Sider, Sullivan, and Sutherland. Absent: Member Sherwin.)

Upon Motion by Member Hillan, second by Member Sullivan, Member Hillan was directed to prepare a letter to the Deputy Director questioning his jurisdiction and discretionary authority for reallocating funding and making funding recommendations with copies to the Controller, Treasurer and City Attorney.

7. **Proposal to amend the Urban Forestry Council Meeting Schedule.** The Council will discuss amending the meeting schedule and proposing an amendment to the Bylaws. (Explanatory Document: Meeting Schedule Recommendations) Speaker: Chair D'Agostino (Discussion and Possible Action)

The Council held a discussion on this agenda item. The meeting schedule was not amended at this time and was proposed for further discussion after additional discussion or action has been taken on funding for the Council. Continued to the Call of the Chair.

Public Comment:

Ms. Katherine Howard discussed the effect on public participation if meetings are not held on a regular schedule and every other month as opposed to once a month. She stated that regularly scheduled meetings also provide the Council with more visibility and impact.

Mr. Terence Faulkner suggested that the Council prepare a formal annual report with binding or pamphlet on the work of the Council that would be sent to each public official and the Main Library Government Documents section in order to gather prestige. He suggested that the Council reference examples at the Main Library Government Documents Section.

Ms. Cathy Lentz appreciates the efforts of Urban Forestry Council volunteers. She asked that the Council continue its work and not reduce the meeting schedule as it would result in less input from the public.

Item 9 was heard before Item 8.

8. **Urban Forestry Council Annual Goal Setting Meeting.** The Council will review last year's goals and identify new goals for 2012. (Explanatory Document: 2012 Urban Forestry Council Draft Goals) (Discussion and Action) Chair D'Agostino moved, seconded by Member Sutherland (without objection) to continue this item to the January 25, 2013 meeting after additional information is established regarding funding for the Council.

9. **Update on the Urban Forest Plan Working Group Session.** (Discussion) Chair D'Agostino reported on a meeting held with Planning Department staff, Member Flanagan and herself to receive an update on the Plan and how the Council can participate. She stated that she would continue to send out invitations to members to attend meetings, agendas, meeting summaries, and explanatory documents. A request was made for an additional presentation by Planning staff at an Urban Forestry Council meeting.

10. **Staff Report.** Staff will provide updates on Urban Forestry Council administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. (Informational Report and Discussion)

    Ms. Fish reported on communications received from Mr. Michael Russom on environmental issues at Park Merced on plan that was sent to all Council Members (Reference Public Comment Document). Chair D'Agostino reported that she would contact Mr. Russom to discuss opportunities for interacting with the Council on this issue. A request was made for project sponsors of the Park Merced Plan to make a presentation to the Council and provide a public forum.

    Ms. Cathy Lentz reported that there is a plan to remove 1200 trees at Park Merced, discussed lack of maintenance for the trees, and what can be done to ensure better quality of replacement trees.

Mr. Terence Faulkner discussed his concerns with the credibility of Park Merced management.

Items 11 – 15 were not heard due to a loss of quorum at this time.

11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report on the December meeting.
    Landmark Tree Ad Hoc Committee Report. Chair's Report on the November and December meetings.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 11:20 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, January 25, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org. Explanatory documents are also available at the Council's meeting or agenda website https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council as attachments with each agenda or meeting minutes.

Urban Forestry Council, San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Approved: January 25, 2013

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January 25 2013 Urban Forestry Council Meeting Agenda

Fri, 2013-01-25

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Regular Meeting Notice and Agenda
Friday, January 25, 2013, 8:30 a.m.

City Hall Room 406
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Marie D'Agostino (Chair), Don Finnegan (Vice-Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hilton, Rose Hilton, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, and Megan Sutherland. Advisory Members: Mike Barrow (San Francisco Public Utilities Commission), Michela Stockmans, San Francisco Recreation and Park Department, San Francisco Redevelopment Agency (Vacant), Golden Gate National Recreation Area (Vacant).

Public comment will be taken before the Council takes action on any item
Order of Business

1 Call to Order and Roll Call
2 Adoption of Minutes of the December 14, 2012 Urban Forestry Council Regular Meeting (Explanatory Document: December 14, 2012 Draft Minutes) (Discussion and Action)
3. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda
4 Introductions (Discussion)
5 Review and Approval of the 2013 Recommended Street Tree List and Draft Resolution 2013-03-UFC Approving the List (Explanatory Document: Draft 2013 Recommended Street Tree List and Draft Resolution 2013-03-UFC) (Discussion and Action)
6. Membership of Full Council and Committees and New Member Recruitment (Discussion and Possible Action)
7 Appointment of Leader to Annual Report Working Group (Revised Annual Report Survey Questions) (Discussion and Possible Action)
8 Appointment of Leader to Board of Supervisors Working Group (Board of Supervisors Meeting Tracker) (Discussion and Possible Action)
9 Appointment of Leader to Urban Forest Plan Working Group (Discussion and Possible Action)
10 Update on Street Tree Pruning (Informational Report and Discussion)
11 Review and Approval of Draft Resolution 2013-04-UFC Amending the Landmark Tree Nomination Form Adopted by the Council on August 28, 2012 for Recommendation to the Board of Supervisors (Explanatory Documents: Draft Resolution File 2013-04-UFC and Amended Draft Landmark Tree Nomination Form 0100013 Speaker: Landmark Tree Committee Chair Hilton (Discussion and Action)
12. Review and Approval of Draft Resolution 2013-02-UFC Urban Forestry Council Resolution recommending Amendments to Article 16, Sections 802 and 810 of the Public Works Code to include Designation of Landmark Tree Groves (Explanatory Documents: Draft Resolution 2013-02-UFC and Proposed Amendments to Public Works Code Sections 802 and 810) Speaker: Landmark Tree Committee Chair Hilton (Discussion and Action)
13. Landmark Tree Committee Recommendations for Urban Forestry Council Review and Approval of Cover Letter to Board of Supervisors, Landmark Grove Definition and Criteria, and Landmark Grove Nomination Form. (Explanatory Documents: Draft Cover Letter to Board of Supervisors, Draft Landmark Grove Definition and Criteria, and Draft Landmark Grove Nomination Form) Speaker: Landmark Tree Committee Chair Hilton (Discussion and Action)
14 Urban Forestry Council Annual Goal Setting Meeting: The Council will review last year's goals and identify new goals for 2013. (Continued from the December 14, 2012 Meeting) (Explanatory Document: 2012 Urban Forestry Council Draft Goals) (Discussion and Action)
15 Approval of Draft Resolution 2013-06-UFC Commending Council Chair Marie D'Agostino for her Service to the Urban Forestry Council (Explanatory Document: Draft Resolution 2013-06-UFC) (Discussion and Action)
16 Committee Reports. (Informational Reports and Discussion)
Planning & Funding Committee: Chair's Report on the January meeting
Landmark Tree Ad Hoc Committee Report: Chair's Report on the January meeting
17 Chair's Announcements: Chair, Urban Forestry Council (Information and Discussion)
18 Urban Forestry Council Member Announcements (Information and Discussion)
19 New Business/Future Agenda Items. (Information and Discussion)
20 Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda
21 Adjournment

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 26, 2013 at 6:00 p.m., Room 416, San Francisco City Hall

Public Comment

At the time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1 Briefly responding to statements made or questions posed by members of the public, or
2 Request staff to report back on a matter at a subsequent meeting, or
3 Directing staff to place the item or issue on a future agenda. (Government Code Section 54954.2(a))

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting, except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3700 to make arrangements for the accommodations. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or assisted disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with

Meetings for Urban Forestry Council

August 6 2013 Landmark Tree Ad Hoc Committee Meeting
(http://www.sfenvironment.org/about/taskforce/urban-forestry-council/meetings/2013/landmark-tree-ad-hoc-committee-meeting)
All Meetings (http://www.sfenvironment.org/about/taskforce/urban-forestry-council/meetings)

Notices for Urban Forestry Council

June 27, 2013 Urban Forestry Council Meeting Notice of Proposed Bylaws Amendment
(http://www.sfenvironment.org/about/taskforce/urban-forestry-council/notices/2013/urban-forestry-council-meeting-notice-of-proposed-bylaws-amendment)

June 7, 2013 Planning and Funding Committee Notice of Canceled Meeting
(http://www.sfenvironment.org/about/taskforce/urban-forestry-council/notices/2013/planning-and-funding-committee-notice-of-canceled-meeting)

May 30, 2013 Urban Forestry Council Meeting Notice of Proposed Bylaws Amendment
(http://www.sfenvironment.org/about/taskforce/urban-forestry-council/notices/2013/urban-forestry-council-meeting-notice-of-proposed-bylaws-amendment)

All Notices (http://www.sfenvironment.org/about/taskforce/urban-forestry-council/notices)

Agendas & Meetings Minutes for Urban Forestry Council

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(http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agenda)

Members of Urban Forestry Council

All Members >
(http://www.sfenvironment.org/about/taskforce/urban-forestry-council/members)

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chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

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(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. The ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 406, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 or Phone No. (415) 554-7724, Fax No. (415) 554-7854, E-mail: sotf@sfgov.org; sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Governmental Conduct Code §2.100, et seq) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317, web site at www.sfgov.org/ethics; city.lobbyist@sfgov.org.

Other Important Information:
The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 8 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Maura.Fang@sfgov.org; maura.fang@sfgov.org; **within** three business days of a meeting. Explanatory documents are also available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas; http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas. **For** attachments with each agenda or meeting minutes. If any materials related to an item on the agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: January 22, 2013

Attached Documents

Attachment	Size
Landmark Grove Nomination Form Draft 010312 (http://www.sfenvironment.org/sites/default/files/agendas/attachments/landmark_grove_nomination_form_draft_030313_0.pdf)	200.19 KB
Landmark Tree Amendments Cover Letter (http://www.sfenvironment.org/sites/default/files/agendas/attachments/landmark_tree_amendments_cover_letter_010313_0.pdf)	120.64 KB
Council Member D'Aquino's Communication Draft Resolution (http://www.sfenvironment.org/sites/default/files/agendas/attachments/council_member_daquinos_communication_draft_resolution.pdf)	35.12 KB
Updated Urban Forestry Council Prioritized Work Plan Goals (http://www.sfenvironment.org/sites/default/files/agendas/attachments/updated_urban_forestry_council_prioritized_work_plan_goals_0.pdf)	47.88 KB
December 14, 2012 Urban Forestry Council Draft Minutes (http://www.sfenvironment.org/sites/default/files/agendas/attachments/12-12-12_ufc_draft_minutes.pdf)	161.57 KB
Arborist Landmark Tree Nomination Form and Draft Resolution (http://www.sfenvironment.org/sites/default/files/agendas/attachments/arborist_landmark_tree_nomination_form_and_draft_resolution.pdf)	160.74 KB
Board of Supervisors Meetings Tracker (http://www.sfenvironment.org/sites/default/files/agendas/attachments/board_of_supervisors_meetings_tracker_1.pdf)	71.99 KB
Adopting San Francisco Recommended Street Tree List and List (http://www.sfenvironment.org/sites/default/files/agendas/attachments/adopting_sf_recommended_street_tree_list_and_list.pdf)	164.14 KB
Draft Resolution Amending Public Works Code and Amendments to Code (http://www.sfenvironment.org/sites/default/files/agendas/attachments/draft_resolution_amending_public_works_code_and_amendments_to_code.pdf)	1.06 MB
2012 UrbanForest Annual Report Revised Survey Questions (http://www.sfenvironment.org/sites/default/files/agendas/attachments/2012_urban_forest_annual_report_revised_survey_questions_0.pdf)	205.91 KB

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

DRAFT MINUTES
Friday, January 25, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Dan Flanagan (Vice-Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, and Megan Sutherland; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:40 a.m. Present: Chair D'Agostino, Council Members Barrow, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, Stockmann, and Sutherland; Excused: Vice-Chair Flanagan.

2. **Adoption of Minutes of the December 14, 2012 Urban Forestry Council Regular Meeting.** Upon Motion by Chair D'Agostino, second by Member Sherwin, the December 14, 2012 Meeting Minutes were approved without objection (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan) (Explanatory Document: December 14, 2012 Approved Minutes) (Discussion and Action)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Ms. Katherine Howard discussed community appreciation for trees pointing out that the Urban Forestry Council is in the front line of what happens with trees in San Francisco. She expressed her concern that the Council is not receiving adequate funding for clerical support and suggested that the Department of the Environment collect funds from other City departments to support the Council's work. Ms. Howard suggested hiring a low-wage clerical person in addition to a commission secretary if funding does not become available from other City departments.

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

4. **Introductions.** (Discussion) Council Members introduced themselves to new Council member, Recreation and Park Department representative Melinda Stockmann, and provided information on their seats and background in urban forestry.

5. **Review and Approval of the 2013 Recommended Street Tree List and Draft Resolution 2013-03-UFC Approving the List.** (Explanatory Documents: Approved 2013 Recommended Street Tree List and Approved Resolution File 2013-03-UFC) (Discussion and Action).

   Chair D'Agostino reported that no revisions were made to the 2013 list, but suggested that the list be reviewed in the future. Upon Motion by Council Member D'Agostino, second by Member Hillson, the 2013 Recommended Street Tree List was approved by Resolution File 2013-03-UFC (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

6. **Membership of Full Council and Committees and New Member Recruitment.** (Discussion and Possible Action)

   Due to Chair D'Agostino's pending resignation from the Council, requirements for new Council and Committee Chairs was discussed. Vice-Chair Flanagan would be taking over the Council Chair's seat until the May election of officers. Upon Motion by Member Hillan, second by Member Hillson, Member Buck was elected as Interim Council Vice-Chair until the May election (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan). Member Sherwin expressed her interest in serving as Vice Chair starting in May.

   Council Members discussed outreach and recruitment activities for Council membership and current and upcoming vacant seats. All seats for members appointed by the Board of Supervisors and one Mayoral seat expired on November 18, 2012. One other Mayoral seat expired in January 2013. Council members are holding over their seats until they are either reappointed or new members are appointed. Secretary Fish reported on the application process. Members discussed their current and future plans to either remain on the Council or not.

   Committee membership remained the same with the exception of Member D'Agostino's Chair's seat on the Planning and Funding Committee. Member Sullivan was selected as Interim Planning and Funding Committee Chair. Committee membership and Committee Chair appointments may be reviewed again after the May election of officers. Chair D'Agostino reported that Member Barrow may potentially be appointed as a voting member of the Planning and Funding Committee.

7. **Appointment of Leader to Annual Report Working Group.** (Revised Annual Report Survey Questions) (Discussion and Possible Action)

   Chair D'Agostino reported that Department staff member Hui provided a report on City agency responses to the Annual Report survey. Chair D'Agostino discussed the potential of Council members taking over future work on the Annual Report because of the expense for staff work on the report. Members Costello and Sherwin expressed their interest serving on the working group that would require reviewing information received, directing the format, creating a press release, and scheduling a meeting in July or August of this year to review survey questions for potential changes. Working group participation is open to advisory members. A leader would be decided upon by group members at a future date.

8. **Appointment of Leader to Board of Supervisors Working Group.** (Board of Supervisors Meeting Tracker) (Discussion and Possible Action)

   Chair D'Agostino reported that one of the work plan goals was for designated Council members to hold meetings with Board of Supervisors members in an effort to introduce members to Supervisors and discuss the Annual Report and other urban forestry matters. Member Sullivan was appointed as lead to the Board of Supervisors working group and would manage the meeting tracker and coordination of meetings when necessary. Council Members were asked to contact their district supervisor to request a meeting along with two other Council members and to inform Member Sullivan of meeting dates.

9. **Appointment of Leader to Urban Forest Plan Working Group.** (Discussion and Possible Action) Member Buck was appointed as leader of the working group. He would be checking in with Planning Department staff on work group meeting dates and sending a Doodle invite to Council members on planning sessions making sure that Council and Committee quorum requirements are not violated.

10. **Update on Street Tree Pamphlet.** (Informational Report and Discussion) Chair D'Agostino reported that a consensus was reached on the street tree pamphlet that is now being proofread by PG&E. She stated that she would continue to see the project through, and she and Member Sutherland would keep Council Members informed of progress.

11. **Review and Approval of Draft Resolution 2013-01-UFC Amending the Landmark Tree Nomination Form Adopted by the Council on August 28, 2012 for Recommendation to the Board of Supervisors.** (Explanatory Documents: Approved Resolution File 2013-01-UFC and Council Amended Draft Landmark Tree Nomination Form 012513) Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action)

    Committee Chair Hillson reported on the Landmark Tree Committee's proposed amendments to the Landmark Tree Nomination Form. Upon Motion by Member Sutherland, second by Member Costello, Resolution File 2013-01-UFC approving the revised Nomination Form for recommendation to the Board of Supervisors was approved with a correction to page one of the form to state "landmark tree nomination" instead of "landmark grove nomination" (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

12. **Review and Approval of Draft Resolution 2013-02-UFC Urban Forestry Council Resolution recommending Amendments to Article 16, Sections 802 and 810 of the Public Works Code to include Designation of Landmark Tree Groves.** (Explanatory Documents: Approved Resolution 2013-02-UFC and Proposed Amendments to Public Works Code Sections 802 and 810) Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action).

    Committee Chair Hillson reported on Landmark Tree Committee recommendations for amendments to the Public Works Code to include designation of landmark tree groves. Upon Motion by Member Costello, second by Member Hillan, amendments to Article 16, Sections 802 and 810 of the Public Works Code to include designation of Landmark Tree Groves by Resolution File 2013-02-UFC was approved for recommendation for legal review. Department of Public Works legal staff would be asked to compare the proposed version with the original version to make sure all amendments are reflected accurately. (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

13. **Landmark Tree Committee Recommendations for Urban Forestry Council Review and Approval of Cover Letter to Board of Supervisors, Landmark Grove Definition and Criteria, and Landmark Grove Nomination Form.** (Explanatory Documents: Approved Cover Letter to Board of Supervisors 012513, Approved Landmark Grove Definition and Criteria as shown in Draft Proposed Amended Public Works Code 012513, Landmark Tree Committee Approved Landmark Grove Definition and Criteria 010313, and Approved Landmark Grove Nomination Form 012513) Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action)

    Committee Chair Hillson reported on Landmark Tree Committee recommendations on the cover letter, landmark grove definition and criteria, and Landmark Grove Nomination Form. Upon Motion by Member Hillan, second by Member D'Agostino, the Cover Letter was approved with amendments for recommendation to the Board of Supervisors and would be sent after all documents have been reviewed by Department of Public Works legal counsel. Amendments include to change "Quesada Street" to "Quesada Avenue" and add the current date when finalized (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

    Upon Motion by Chair D'Agostino, second by Member Sutherland the Landmark Grove Definition and Criteria as shown in the Draft of the Proposed Amended Public Works Code that the Council approved under Agenda Item 12 at today's meeting was approved (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

    Member Sullivan left the meeting at this time. Upon Motion by Member Sutherland, second by Member Sherwin, the Landmark Grove Nomination Form was approved with amendments to change the authorized nominator from "Landmarks Preservation Advisory Board member" to "Historic Preservation Commission member" throughout the document, to change the Urban Forestry Council adopted date of January 25, 2013 on the bottom of the page, and on page 4 to change "Pease" to "Please". (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, and Sutherland; Absent: Members Flanagan and Sullivan.)

    All documents will be forwarded to the Board of Supervisors for review and approval after Department of Public Works legal review.

14. **Urban Forestry Council Annual Goal Setting Meeting.** The Council will review last year's goals and identify new goals for 2013. (Continued from the December 14, 2012 Meeting) (Explanatory Document: 2012 Urban Forestry Council Draft Goals) (Discussion and Action)

    Members Stockmann and Sutherland left the meeting at this time. Council Members reviewed last year's goals and accomplishments to decide whether to incorporate the same goals for this year. Chair D'Agostino reported on agency presentations that were made during the year and presentations to be scheduled. This agenda item was continued to the February 26, 2013 Council Meeting.

15. **Approval of Draft Resolution 2013-04-UFC Commending Council Chair Maria D'Agostino for her Service to the Urban Forestry Council.** (Explanatory Document: Approved Resolution 2013-04-UFC) (Discussion and Action)

Secretary Fish read the Resolution commending Council Chair D'Agostino for her service to the Urban Forestry Council into the record. Council Members expressed their appreciation to Council Member D'Agostino for her leadership and service to the Council. Upon Motion by Council Member Buck, second by Member Hillan, Resolution File 2013-04-UFC was approved (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, and Sider; Absent: Members Flanagan, Sullivan, and Sutherland).

16. Committee Reports: (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report. Chair D'Agostino reported that all topics discussed at the January Planning and Funding Committee were discussed during the course of the meeting. Council Members were asked for feedback on their preference for a presentation on Urban Forestry Council administrative support either at the full Council meeting on February 26, or a potential joint meeting between the Council and Planning and Funding Committee on February 12, or a Planning and Funding Committee meeting on February 12. Council Members were asked to provide their availability for a joint meeting on February 12.

Landmark Tree Ad Hoc Committee Report. Chair's Report. (Explanatory Document: Chair's Report) Committee Chair Hillson reported on her attendance at the January 25, 2013 Commission meeting and submittal of a letter to the Commission requesting their support for adequate Council support (Explanatory Document: Letter to the Commission on the Environment). She reported on Committee discussions and actions at the December and January meetings (Reference: Chair's Report). Chair Hillson reported on public comment from Ms. Dee Seligman suggesting that the opportunity to nominate landmark trees should not be limited to only the current authorized nominators.

17. Chair's Announcements: Chair, Urban Forestry Council (Information and Discussion) No further Chair's announcements were made at this time.

18. Urban Forestry Council Member Announcements. (Information and Discussion) Member Sherwin announced that that Mr. Christopher Campbell would be conducting a walk-through of trees in newly renovated Balboa Park on January 27 from 9 – 11.

19. New Business/Future Agenda Items. (Information and Discussion) Joint Committee meeting and other items were discussed throughout the meeting.

20. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

21. Adjournment. The Urban Forestry Council meeting adjourned at 11:07 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 26, 2013 at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes.

Respectfully submitted by Monica Fish, Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

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APPROVED MINUTES
Friday, January 25, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Maria D'Agostino (Chair), Dan Flanagan (Vice-Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, and Megan Sutherland; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:40 a.m. Present: Chair D'Agostino, Council Members Barrow, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, Stockmann, and Sutherland; Excused: Vice-Chair Flanagan.

2. **Adoption of Minutes of the December 14, 2012 Urban Forestry Council Regular Meeting.** Upon Motion by Chair D'Agostino, second by Member Sherwin, the December 14, 2012 Meeting Minutes were approved without objection (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan) (Explanatory Document: December 14, 2012 Approved Minutes) (Discussion and Action)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Ms. Katherine Howard discussed community appreciation for trees pointing out that the Urban Forestry Council is in the front line of what happens with trees in San Francisco. She expressed her concern that the Council is not receiving adequate funding for clerical support and suggested that the Department of the Environment collect funds from other City departments to support the Council's work. Ms. Howard suggested hiring a low-wage clerical person in addition to a commission secretary if funding does not become available from other City departments.

Department of the Environment, City and County of San Francisco
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

4. **Introductions.** (Discussion) Council Members introduced themselves to new Council member Recreation and Park Department representative Melinda Stockmann, and provided information on their seats and background in urban forestry.

5. **Review and Approval of the 2013 Recommended Street Tree List and Draft Resolution 2013-03-UFC Approving the List.** (Explanatory Documents: Approved 2013 Recommended Street Tree List and Approved Resolution File 2013-03-UFC) (Discussion and Action).

   Chair D'Agostino reported that no revisions were made to the 2013 list, but suggested that the list be reviewed in the future. Upon Motion by Council Member D'Agostino, second by Member Hillson, the 2013 Recommended Street Tree List was approved by Resolution File 2013-03-UFC (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan and Sutherland; Absent: Member Flanagan).

6. **Membership of Full Council and Committees and New Member Recruitment.** (Discussion and Possible Action)

   Due to Chair D'Agostino's pending resignation from the Council, requirements for new Council and Committee Chairs was discussed. Vice-Chair Flanagan would be taking over the Council Chair's seat until the May election of officers. Upon Motion by Member Hillan, second by Member Hillson, Member Buck was elected as Interim Council Vice-Chair until the May election (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan). Member Sherwin expressed her interest in serving as Vice Chair starting in May.

   Council Members discussed outreach and recruitment activities for Council membership and current and upcoming vacant seats. All seats for members appointed by the Board of Supervisors and one Mayoral seat expired on November 18, 2012. One other Mayoral seat expires in January 2013. Council members are holding over their seats until they are either reappointed or new members are appointed. Secretary Fish reported on the application process. Members discussed their current and future plans to either remain on the Council or not.

   Committee membership remained the same with the exception of Member D'Agostino's Chair's seat on the Planning and Funding Committee. Member Sullivan was selected as Interim Planning and Funding Committee Chair. Committee membership and Committee Chair appointments may be reviewed again after the May election of officers. Chair D'Agostino reported that Member Barrow may potentially be appointed as a voting member of the Planning and Funding Committee.

7. **Appointment of Leader to Annual Report Working Group.** (Revised Annual Report Survey Questions) (Discussion and Possible Action)

   Chair D'Agostino reported that Department staff member Hui provided a report on city agency responses to the Annual Report survey. Chair D'Agostino discussed the potential of Council members taking over future work on the Annual Report because of the expense for staff work on the report. Members Costello and Sherwin expressed their interest serving on the working group that would require reviewing information received, directing the format, creating a press release, and scheduling a meeting in July or August of this year to review survey questions for potential changes. Working group participation is open to advisory members. A leader would be decided upon by group members at a future date.

Appointment of Leader to Board of Supervisors Working Group. (Board of Supervisors Meeting Tracker) (Discussion and Possible Action)

Chair D'Agostino reported that one of the work plan goals was for designated Council members to hold meetings with Board of Supervisors members in an effort to introduce members to Supervisors and discuss the Annual Report and other urban forestry matters. Member Sullivan was appointed as lead to the Board of Supervisors working group and would manage the meeting tracker and coordination of meetings when necessary. Council Members were asked to contact their district supervisor to request a meeting along with two other Council members and to inform Member Sullivan of meeting dates.

Appointment of Leader to Urban Forest Plan Working Group. (Discussion and Possible Action) Member Buck was appointed as leader of the working group. He would be checking in with Planning Department staff on work group meeting dates and sending a Doodle invite to Council members for on planning sessions making sure that Council and Committee quorum requirements are not violated.

Update on Street Tree Pamphlet. (Informational Report and Discussion) Chair D'Agostino reported that a consensus was reached on the street tree pamphlet that is now being proofread by PG&E. She stated that she would continue to see the project through, and she and Member Sutherland would keep Council Members informed of progress.

Review and Approval of Draft Resolution 2013-01-UFC Amending the Landmark Tree Nomination Form Adopted by the Council on August 28, 2012 for Recommendation to the Board of Supervisors. (Explanatory Documents: Approved Resolution File 2013-01-UFC and Council Amended Draft Landmark Tree Nomination Form 012513) Speaker: Landmark Tree Committee Chair Hilson (Discussion and Action)

Committee Chair Hilson reported on the Landmark Tree Committee's proposed amendments to the Landmark Tree Nomination Form. Upon Motion by Member Sutherland, second by Member Costello, Resolution File 2013-01-UFC approving the revised Nomination Form for recommendation to the Board of Supervisors was approved with a correction to page one of the form to state "landmark tree nomination" instead of "landmark grove nomination" (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hilson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

Review and Approval of Draft Resolution 2013-02-UFC Urban Forestry Council Resolution recommending Amendments to Article 16, Sections 802 and 810 of the Public Works Code to include Designation of Landmark Tree Groves. (Explanatory Documents: Approved Resolution 2013-02-UFC and Proposed Amendments to Public Works Code Sections 802 and 810) Speaker: Landmark Tree Committee Chair Hilson (Discussion and Action).

Committee Chair Hilson reported on Landmark Tree Committee recommendations for amendments to the Public Works Code to include designation of landmark tree groves. Upon Motion by Member Costello, second by Member Hillan, amendments to Article 16, Sections 802 and 810 of the Public Works Code to include designation of Landmark Tree Groves by Resolution File 2013-02-UFC was approved for recommendation for legal review. Department of Public Works legal staff would be asked to compare the proposed version with the original version to make sure all amendments are reflected accurately. (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hilson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

4. **Introductions.** (Discussion) Council Members introduced themselves to new Council member, Recreation and Park Department representative Melinda Stockmann, and provided information on their seats and background in urban forestry.

5. **Review and Approval of the 2013 Recommended Street Tree List and Draft Resolution 2013-03-UFC Approving the List.** (Explanatory Documents: Approved 2013 Recommended Street Tree List and Approved Resolution File 2013-03-UFC) (Discussion and Action).

   Chair D'Agostino reported that no revisions were made to the 2013 list, but suggested that the list be reviewed in the future. Upon Motion by Council Member D'Agostino, second by Member Hillson, the 2013 Recommended Street Tree List was approved by Resolution File 2013-03-UFC (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

6. **Membership of Full Council and Committees and New Member Recruitment.** (Discussion and Possible Action)

   Due to Chair D'Agostino's pending resignation from the Council, requirements for new Council and Committee Chairs was discussed. Vice-Chair Flanagan would be taking over the Council Chair's seat until the May election of officers. Upon Motion by Member Hillan, second by Member Hillson, Member Buck was elected as Interim Council Vice-Chair until the May election (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan). Member Sherwin expressed her interest in serving as Vice Chair starting in May.

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   Chair D'Agostino reported that Department staff member Hui provided a report on City agency responses to the Annual Report survey. Chair D'Agostino discussed the potential of Council members taking over future work on the Annual Report because of the expense for staff work on the report. Members Costello and Sherwin expressed their interest serving on the working group that would require reviewing information received, directing the format, creating a press release, and scheduling a meeting in July or August of this year to review survey questions for potential changes. Working group participation is open to advisory members. A leader would be decided upon by group members at a future date.

8. **Appointment of Leader to Board of Supervisors Working Group.** (Board of Supervisors Meeting Tracker) (Discussion and Possible Action)

   Chair D'Agostino reported that one of the work plan goals was for designated Council members to hold meetings with Board of Supervisors members in an effort to introduce members to Supervisors and discuss the Annual Report and other urban forestry matters. Member Sullivan was appointed as lead to the Board of Supervisors working group and would manage the meeting tracker and coordination of meetings when necessary. Council Members were asked to contact their district supervisor to request a meeting along with two other Council members and to inform Member Sullivan of meeting dates.

9. **Appointment of Leader to Urban Forest Plan Working Group.** (Discussion and Possible Action) Member Buck was appointed as leader of the working group. He would be checking in with Planning Department staff on work group meeting dates and sending a Doodle invite to Council members on planning sessions making sure that Council and Committee quorum requirements are not violated.

10. **Update on Street Tree Pamphlet.** (Informational Report and Discussion) Chair D'Agostino reported that a consensus was reached on the street tree pamphlet that is now being proofread by PG&E. She stated that she would continue to see the project through, and she and Member Sutherland would keep Council Members informed of progress.

11. **Review and Approval of Draft Resolution 2013-01-UFC Amending the Landmark Tree Nomination Form Adopted by the Council on August 28, 2012 for Recommendation to the Board of Supervisors.** (Explanatory Documents: Approved Resolution File 2013-01-UFC and Council Amended Draft Landmark Tree Nomination Form 012513) Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action)

    Committee Chair Hillson reported on the Landmark Tree Committee's proposed amendments to the Landmark Tree Nomination Form. Upon Motion by Member Sutherland, second by Member Costello, Resolution File 2013-01-UFC approving the revised Nomination Form for recommendation to the Board of Supervisors was approved with a correction to page one of the form to state "landmark tree nomination" instead of "landmark grove nomination" (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

12. **Review and Approval of Draft Resolution 2013-02-UFC Urban Forestry Council Resolution recommending Amendments to Article 16, Sections 802 and 810 of the Public Works Code to include Designation of Landmark Tree Groves.** (Explanatory Documents: Approved Resolution 2013-02-UFC and Proposed Amendments to Public Works Code Sections 802 and 810) Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action).

    Committee Chair Hillson reported on Landmark Tree Committee recommendations for amendments to the Public Works Code to include designation of landmark tree groves. Upon Motion by Member Costello, second by Member Hillan, amendments to Article 16, Sections 802 and 810 of the Public Works Code to include designation of Landmark Tree Groves by Resolution File 2013-02-UFC was approved for recommendation for legal review. Department of Public Works legal staff would be asked to compare the proposed version with the original version to make sure all amendments are reflected accurately. (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

13. **Landmark Tree Committee Recommendations for Urban Forestry Council Review and Approval of Cover Letter to Board of Supervisors, Landmark Grove Definition and Criteria, and Landmark Grove Nomination Form.** (Explanatory Documents: Approved Cover Letter to Board of Supervisors 012513, Approved Landmark Grove Definition and Criteria as shown in Draft Proposed Amended Public Works Code 012513, Landmark Tree Committee Approved Landmark Grove Definition and Criteria 010313, and Approved Landmark Grove Nomination Form 012513) Speaker: Landmark Tree Committee Chair Hillson (Discussion and Action)

    Committee Chair Hillson reported on Landmark Tree Committee recommendations on the cover letter, landmark grove definition and criteria, and Landmark Grove Nomination Form. Upon Motion by Member Hillan, second by Member D'Agostino, the Cover Letter was approved with amendments for recommendation to the Board of Supervisors and would be sent after all documents have been reviewed by Department of Public Works legal counsel. Amendments include to change "Quesada Street" to "Quesada Avenue" and add the current date when finalized (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

    Upon Motion by Chair D'Agostino, second by Member Sutherland the Landmark Grove Definition and Criteria as shown in the Draft of the Proposed Amended Public Works Code that the Council approved under Agenda Item 12 at today's meeting was approved (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan, and Sutherland; Absent: Member Flanagan).

    Member Sullivan left the meeting at this time. Upon Motion by Member Sutherland, second by Member Sherwin, the Landmark Grove Nomination Form was approved with amendments to change the authorized nominator from "Landmarks Preservation Advisory Board member" to "Historic Preservation Commission member" throughout the document, to change the Urban Forestry Council adopted date of January 25, 2013 on the bottom of the page, and on page 4 to change "Pease" to "Please". (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, Sider, and Sutherland; Absent: Members Flanagan and Sullivan.)

    All documents will be forwarded to the Board of Supervisors for review and approval after Department of Public Works legal review.

14. **Urban Forestry Council Annual Goal Setting Meeting.** The Council will review last year's goals and identify new goals for 2013. (Continued from the December 14, 2012 Meeting) (Explanatory Document: 2012 Urban Forestry Council Draft Goals) (Discussion and Action)

    Members Stockmann and Sutherland left the meeting at this time. Council Members reviewed last year's goals and accomplishments to decide whether to incorporate the same goals for this year. Chair D'Agostino reported on agency presentations that were made during the year and presentations to be scheduled. This agenda item was continued to the February 26, 2013 Council Meeting.

15. **Approval of Draft Resolution 2013-04-UFC Commending Council Chair Maria D'Agostino for her Service to the Urban Forestry Council.** (Explanatory Document: Approved Resolution 2013-04-UFC) (Discussion and Action)

Secretary Fish read the Resolution commending Council Chair D'Agostino for her service to the Urban Forestry Council into the record. Council Members expressed their appreciation to Council Member D'Agostino for her leadership and service to the Council. Upon Motion by Council Member Buck, second by Member Hillan, Resolution File 2013-04-UFC was approved (AYES: Council Members D'Agostino, Buck, Costello, Hillan, Hillson, Sherwin, and Sider; Absent: Members Flanagan, Sullivan, and Sutherland).

16. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report. Chair D'Agostino reported that all topics discussed at the January Planning and Funding Committee were discussed during the course of the meeting. Council Members were asked for feedback on their preference for a presentation on Urban Forestry Council administrative support either at the full Council meeting on February 26, or a potential joint meeting between the Council and Planning and Funding Committee on February 12, or a Planning and Funding Committee meeting on February 12. Council Members were asked to provide their availability for a joint meeting on February 12.

Landmark Tree Ad Hoc Committee Report. Chair's Report. (Explanatory Document: Chair's Report) Committee Chair Hillson reported on her attendance at the January 25, 2013 Commission meeting and submittal of a letter to the Commission requesting their support for adequate Council support (Explanatory Document: Letter to the Commission on the Environment). She reported on Committee discussions and actions at the December and January meetings (Reference: Chair's Report). Chair Hillson reported on public comment from Ms. Dee Seligman suggesting that the opportunity to nominate landmark trees should not be limited to only the current authorized nominators.

17. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) No further Chair's announcements were made at this time.

18. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Sherwin announced that that Mr. Christopher Campbell would be conducting a walk-through of trees in newly renovated Balboa Park on January 27 from 9 – 11.

19. **New Business/Future Agenda Items.** (Information and Discussion) Joint Committee meeting and other items were discussed throughout the meeting.

20. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

21. **Adjournment.** The Urban Forestry Council meeting adjourned at 11:07 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 26, 2013 at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes.

Respectfully submitted by Monica Fish, Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Regular Meeting Notice and Agenda
Tuesday, February 26, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Acting Chair), Chris Buck (Department of Public Works) (Acting Vice-Chair), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, and Megan Sutherland; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the January 25, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 25, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Review and Approval of Urban Forestry Council Resolution File 2013-05-UFC recommending amendments to Public Works Code, Article 16, Sections 802 and 810 and Landmark Grove Nomination Form to match the Landmark Tree Committee Definition and Designation Criteria and Landmark Tree Nomination Form.** (Explanatory Documents: October 4, 2012 Definition and Designation Criteria for Landmark Groves; Draft Resolution File 2013-05-UFC; Amended Landmark Grove Nomination Form, Landmark Tree Nomination Form, and Proposed Amendments to Public Works Code) (Discussion and Action)

Department of the Environment, City and County of San Francisco
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Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

5. **Review and Approval of Urban Forestry Council Resolution File 2013-06-UFC recommending amendments to Public Works Code, Article 16, Sections 802 and 810 to include landmark designation of groves and adopting the Landmark Grove Nomination Form for recommendation to the Board of Supervisors.** (Explanatory Document: Draft Resolution File 2013-06-UFC) (Discussion and Action)
6. **Strategic Planning Session.** The Council will hold an initial conversation on strategic planning for the Urban Forestry Council. (Discussion)
7. **Membership of Full Council and New Member Recruitment.** (Discussion and Possible Action)
8. **Urban Forestry Council Working Group status reports on the Annual Report, Board of Supervisors Meetings, and Urban Forest Plan.** Speakers: Group Leaders/Participants (Information and Discussion)
9. **Staff Report.**
10. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report.
    Landmark Tree Ad Hoc Committee Report. Chair's Report.
11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
12. **Urban Forestry Council Member Announcements.** (Information and Discussion)
13. **New Business/Future Agenda Items.** (Information and Discussion)
14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
15. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, March 22, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: February 19, 2013

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

AMENDED Regular Meeting Notice and Agenda
Tuesday, February 26, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Acting Chair), Chris Buck (Department of Public Works) (Acting Vice-Chair), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, and Megan Sutherland; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the January 25, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 25, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Review and Approval of Fiscal Year 2011- 12 Urban Forestry Council Annual Report and Next Steps.** (Explanatory Document: Annual Report) Speaker: Mei Ling Hui, Urban Forestry Council Coordinator (Discussion and Action)
5. **Review and Approval of Urban Forestry Council Resolution File 2013-05-UFC recommending amendments to Public Works Code, Article 16, Sections 802 and 810 and Landmark Grove Nomination Form to match the Landmark Tree Committee Definition and Designation Criteria and Landmark Tree Nomination Form.** (Explanatory Documents: October 4, 2012 Definition and Designation Criteria for Landmark Groves; Draft Resolution File 2013-05-UFC; Amended Landmark Grove Nomination Form, Landmark Tree Nomination Form, and Proposed Amendments to Public Works Code) (Discussion and Action)

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6. **Review and Approval of Urban Forestry Council Resolution File 2013-06-UFC recommending amendments to Public Works Code, Article 16, Sections 802 and 810 to include landmark designation of groves and adopting the Landmark Grove Nomination Form for recommendation to the Board of Supervisors.** (Explanatory Document: Draft Resolution File 2013-06-UFC) (Discussion and Action)
7. **Strategic Planning Session.** The Council will hold an initial conversation on strategic planning for the Urban Forestry Council. (Discussion)
8. **Membership of Full Council and New Member Recruitment.** (Discussion and Possible Action)
9. **Urban Forestry Council Working Group status reports on the Annual Report, Board of Supervisors Meetings, and Urban Forest Plan.** Speakers: Group Leaders/Participants (Information and Discussion)
10. **Staff Report.**
11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report.
    Landmark Tree Ad Hoc Committee Report. Chair's Report.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, March 22, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Posted: February 21, 2013

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

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DRAFT MINUTES
Tuesday, February 26, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Interim Chair), Chris Buck (Interim Vice-Chair) (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Sandy Sherwin, Dan Sider (San Francisco Planning Department), Andrew Sullivan, and Megan Sutherland; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:00 p.m. Present: Members Flanagan, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Stockmann, Sullivan, Sutherland; Excused: Member Barrow.

2. **Adoption of Minutes of the January 25, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: January 25, 2013 Approved Minutes) (Discussion and Action) Upon Motion by Member Sherwin, second by Member Costello, the January 25, 2013 Draft Minutes were approved without objection (AYES: Members Flanagan, Buck, Costello, Hillson, Sherwin, Sider, Sullivan and Sutherland; Absent: Member Hillan).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Review and Approval of Fiscal Year 2011- 12 Urban Forestry Council Annual Report and Next Steps.** (Explanatory Document: Final Annual Report) Speaker: Mei Ling Hui, Urban Forestry Council Coordinator (Discussion and Action). Council Coordinator Hui reported on agencies surveyed, information contained in this year's report, and compared data with last year's report. She reported that the Annual Report would be added to the Urban Forestry Council's website. Member Sutherland proposed an amendment to formatting of categories for Tables 3 and 4.

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Member Sherwin suggested that agency response regarding what was widely felt was the lack of coordinated efforts to protect and manage the urban forest and lack of a management plan is brought up as a discussion point in Council members meetings with the Board of Supervisors. Additional suggestions for highlighting the report in upcoming meetings with Board members would be discussed at the Planning and Funding Committee meeting on March 12, 2013. Coordinator Hui pointed out that data collection should commence for the next report in the end of June or beginning of July in order to meet the required submittal date in September 2013. Upon Motion by Member Costello, second by Member Sutherland, the Fiscal Year 2011-12 Urban Forestry Council Annual Report was approved with proposed amendments (AYES: Members Flanagan, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan and Sutherland).

Items 5 and 6 were heard together.

5. **Review and Approval of Urban Forestry Council Resolution File 2013-05-UFC recommending amendments to Public Works Code, Article 16, Sections 802 and 810 and Landmark Grove Nomination Form to match the Landmark Tree Committee Definition and Designation Criteria and Landmark Tree Nomination Form.** (Explanatory Documents: October 4, 2012 Definition and Designation Criteria for Landmark Groves; Approved Resolution 005-13-UFC; Amended Landmark Grove Nomination Form, Landmark Tree Nomination Form, and Proposed Amendments to Public Works Code) (Discussion and Action)

6. **Review and Approval of Urban Forestry Council Resolution File 2013-06-UFC recommending amendments to Public Works Code, Article 16, Sections 802 and 810 to include landmark designation of groves and adopting the Landmark Grove Nomination Form for recommendation to the Board of Supervisors.** (Explanatory Document: Approved Resolution 006-13-UFC) (Discussion and Action)

Landmark Tree Committee Chair Hillson discussed discrepancies that were found in the Department of Public Works Code and Landmark Grove and Tree Nomination forms that were approved by the Council at its January 25, 2013 meeting.

Upon Motion by Member Hillan, second by Member Sider, the Council directed the Landmark Tree Committee to make required changes to the Department of Public Works Code Sections 802 and 810 and Landmark Grove Nomination form so that all sections are more aligned with each other and with the Definition and Designation Criteria for Landmark Groves adopted by the Committee on October 4, 2012. Language would also be added to the Code to reference the management plan from the Landmark Grove Nomination Form. The Committee would review the Code reference to Landmark Tree designation criteria so it too is more aligned with language in the Landmark Tree Nomination form. The Draft Resolutions were approved with amendments to reflect the Council's actions at this meeting and to state that the Council directs the Committee to make all required revisions without final approval by the Council (AYES: Members Flanagan, Buck, Costello, Hillan, Hillson, Sherwin, Sider, Sullivan and Sutherland).

7. **Strategic Planning Session.** The Council will hold an initial conversation on strategic planning for the Urban Forestry Council. (Discussion)

Chair Flanagan proposed that the Council engage in a strategic planning session to discuss what success means for the Council, what the focus should be, and select achievable topics to work on that the City could benefit from the Council's expertise and advice. Chair Flanagan stated that he would report back on discussions held with the Department of the Environment and

suggested that the Planning and Funding Committee discuss establishing a plan for timing and scope for the session at its next meeting. Council members discussed integrating the goals that had previously been established into the plan. Planning and Funding Committee Chair Sullivan suggested that the Committee should discuss the Council's work plan and goals and develop tasks to work on in addition to the strategic planning process.

8. **Membership of Full Council and New Member Recruitment.** (Discussion and Possible Action) Chair Flanagan reported on his efforts to fill open seats on the Council and discussed membership status of current members. Council Members were asked for their help in recruiting new members. A discussion was held on required qualifications for open seats and the possibility of proposing amendments to the Ordinance in order to change membership requirements.

Items 10 and 11 were heard before Item 9.

9. **Urban Forestry Council Working Group status reports on the Annual Report, Board of Supervisors Meetings, and Urban Forest Plan.** Speakers: Group Leaders/Participants (Information and Discussion) Chair Flanagan reported on the Planning Department's interest in working with the Council on the Urban Forest Master Plan. Council Members Sherwin, Sullivan, and Buck expressed their interest in participating in upcoming meetings. Chair Flanagan stated that he would forward a meeting schedule to Council members. . Member Sullivan reported that he and Member Sherwin are tasked with setting up the next two Board of Supervisors meetings and would be circulating the schedule to all Council members. Discussion on the Annual Report was held during Agenda Item 4.

10. **Staff Report.** Council Coordinator Hui reported that Arbor Day is on March 9th and will be staged at San Francisco State University. The Department of Public Works is the major lead for the event, and the Department of the Environment will be hosting the Eco Fair. Council members were asked to participate in either the Department's Eco Fair table or hosting their own table. Vice Chair Buck and Chair Flanagan reported on planned tree plantings for the event. Additional information on the event would be forthcoming.

11. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report. Committee Chair Sullivan reported on Deputy Director Assmann's discussions on and support for Urban Forestry Council funding at the February 12 meeting of the Planning and Funding Committee. Additional discussion was held at the Committee meeting on the Annual Report and ongoing Board of Supervisors meetings. Member Hillson presented a written summary of her notes from the Planning and Funding Committee and her attendance at the Commission Operations Committee on February 13 (reference explanatory document).

Landmark Tree Ad Hoc Committee Report. Chair's Report. There was no report issued at this time. Quorum would be checked for a Committee meeting on April 4 to review Public Works Code and Landmark Grove Nomination Form amendments.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair Flanagan thanked Member Sider for his help in securing funding for the Council from the Planning Department. He stated that he hopes to announce at the next meeting that the Department of Public Works will also be funding the Council. At the request of Chair Flanagan, Member Sutherland provided an update on the Street Tree Guide which was included in the Council's packet. Member Stockmann suggested formatting changes to improve readability, and Council

Members discussed tree selection. Member Sutherland reported that the guide would be available shortly for publication with the inclusion of several updates (reference explanatory document).

13. **Urban Forestry Council Member Announcements.** (Information and Discussion) There were no announcements made at this time.

14. **New Business/Future Agenda Items.** (Information and Discussion) Member Hillson asked that Department of the Environment website links to the Landmark Tree Nomination form be fixed so that it is possible to access and print the form.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 7:08 p.m.

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Respectfully submitted by Monica Fish, Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

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Tuesday, February 26, 2013, 6:00 p.m.

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10. **Staff Report.** Council Coordinator Hui reported that Arbor Day is on March 9th and will be staged at San Francisco State University. The Department of Public Works is the major lead for the event, and the Department of the Environment will be hosting the Eco Fair. Council members were asked to participate in either the Department's Eco Fair table or hosting their own table. Vice Chair Buck and Chair Flanagan reported on planned tree plantings for the event. Additional information on the event would be forthcoming.

11. **Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report. Committee Chair Sullivan reported on Deputy Director Assmann's discussions on and support for Urban Forestry Council funding at the February 12 meeting of the Planning and Funding Committee. Additional discussion was held at the Committee meeting on the Annual Report and ongoing Board of Supervisors meetings. Member Hillson presented a written summary of her notes from the Planning and Funding Committee and her attendance at the Commission Operations Committee on February 13 (reference explanatory document).

Landmark Tree Ad Hoc Committee Report. Chair's Report. There was no report issued at this time. Quorum would be checked for a Committee meeting on April 4 to review Public Works Code and Landmark Grove Nomination Form amendments.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair Flanagan thanked Member Sider for his help in securing funding for the Council from the Planning Department. He stated that he hopes to announce at the next meeting that the Department of Public Works will also be funding the Council. At the request of Chair Flanagan, Member Sutherland provided an update on the Street Tree Guide which was included in the Council's packet. Member Stockmann suggested formatting changes to improve readability, and Council

Members discussed tree selection. Member Sutherland reported that the guide would be available shortly for publication with the inclusion of several updates (reference explanatory document).

13. **Urban Forestry Council Member Announcements.** (Information and Discussion) There were no announcements made at this time.

14. **New Business/Future Agenda Items.** (Information and Discussion) Member Hillson asked that Department of the Environment website links to the Landmark Tree Nomination form be fixed so that it is possible to access and print the form.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 7:08 p.m.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Council Secretary

Approved: June 25, 2013

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

SAN FRANCISCO
URBAN FORESTRY COUNCIL

CANCELLED MEETING NOTICE
FRIDAY, MARCH 22, 2013, 8:30 A.M.

ROOM 400, CITY HALL
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

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cancelled

The Urban Forestry Council's Regular Meeting of Friday, March 22, 2013 at 8:30 a.m. has been **CANCELLED.** The next regular meeting is scheduled for **Friday, May 24, 2013 at 8:30 a.m.** and will be held **at City Hall, Room 400**, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas.

Posted: March 15, 2013

Department of the Environment, City and County of San Francisco
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Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Regular Meeting Notice and Agenda
Friday, May 24, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Acting Chair), Chris Buck (Department of Public Works) (Acting Vice-Chair), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, William Most, Sandy Sherwin, Dan Sider (San Francisco Planning Department), and Megan Sutherland; Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Introduction of New Urban Forestry Council Member (s).** (Discussion)
3. **Adoption of Minutes of the February 26, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: February 26, 2013 Draft Minutes) (Discussion and Action)
4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
5. **Process and Upcoming Steps for Urban Forestry Council Strategic Planning.** Speaker: Michael Allison, Principal, Michael Allison Consulting (45 minutes) (Discussion)
6. **Review of Procedure for the Urban Forestry Council's 2013 Annual Report.** (Discussion)
7. **Nomination and Election of Urban Forestry Council Officers.** (Discussion and Action)
8. **Membership of Full Council and New Member Recruitment.** (Discussion and Possible Action)
9. **Urban Forestry Council Working Group status reports on the Annual Report, Board of Supervisors Meetings, and Urban Forest Plan.** Speakers: Group Leaders/Participants (Information and Discussion)
10. **Staff Report.**

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11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report.
    Landmark Tree Ad Hoc Committee Report. Chair's Report.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements**. (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 25, 2013 at 6:00 p.m., Room 416, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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(Chapter 67 of the San Francisco Administrative Code)

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Other Important Information

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: May 20, 2013

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

SAN FRANCISCO
URBAN FORESTRY COUNCIL

CANCELLED MEETING NOTICE
FRIDAY, MAY 24, 2013, 8:30 A.M.

ROOM 400, CITY HALL
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

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5/24/13
cancelled

The Urban Forestry Council's Regular Meeting of Friday, May 24, 2013 at 8:30 a.m. has been **CANCELLED due to a lack of quorum.** The next regular meeting is scheduled for **Tuesday, June 25, 2013 at 6:00 p.m**. and will be held **at City Hall, Room 400**, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas.

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Regular Meeting Notice and Agenda
Tuesday, June 25, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Acting Chair), Chris Buck (Department of Public Works) (Acting Vice-Chair), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Dan Kida, William Most, Sandy Sherwin, Dan Sider (San Francisco Planning Department), and Andrew Sullivan. Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann, San Francisco Recreation and Park Department; San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Introduction of New Urban Forestry Council Members.** (Discussion)
3. **Adoption of Minutes of the February 26, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: February 26, 2013 Draft Minutes) (Discussion and Action)
4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
5. **Process and Upcoming Steps for Urban Forestry Council Strategic Planning.** Speaker: Michael Allison, Principal, Michael Allison Consulting (45 minutes) (Discussion)
6. **Urban Forest Master Plan.** Mr. Jon Swae, Planning Department, will present the draft Urban Forest Plan to the Council, and the Council may endorse the Plan through a Resolution. Speaker: Jon Swae, Planning Department (30 minutes) (Informational Presentation, Discussion and Possible Action)
7. **Review of Procedure for the Urban Forestry Council's 2013 Annual Report.** Speaker: Mei Ling Hui, Council Coordinator (5 minutes)(Discussion)
8. **Nomination and Election of Urban Forestry Council Officers.** (Discussion and Action)

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9. **Review and Approval of Draft Resolution commending Megan Sutherland for her service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)
10. **Staff Report.**
11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report.
    Landmark Tree Ad Hoc Committee Report. Chair's Report.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 27, 2013 at 6:00 p.m., Room 416, San Francisco City Hall.

Public Comment

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(Chapter 67 of the San Francisco Administrative Code)

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
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Posted: June 14, 2013

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Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

10
11
6/25/13
amended

AMENDED Regular Meeting Notice and Agenda
Tuesday, June 25, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Acting Chair), Carla Short (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Dan Sider (San Francisco Planning Department), and Andrew Sullivan. Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Introduction of New Urban Forestry Council Members.** (Discussion)
3. **Adoption of Minutes of the February 26, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: February 26, 2013 Draft Minutes) (Discussion and Action)
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5. **Process and Upcoming Steps for Urban Forestry Council Strategic Planning.** Speaker: Michael Allison, Principal, Michael Allison Consulting (45 minutes) (Discussion)
6. **Urban Forest Master Plan.** Mr. Jon Swae, Planning Department, will provide an update on the Urban Forest Plan to the Council. Speaker: Jon Swae, Planning Department (30 minutes) (Informational Presentation and Discussion)
7. **Review of Procedure for the Urban Forestry Council's 2013 Annual Report.** Speaker: Mei Ling Hui, Council Coordinator (5 minutes)(Discussion)
8. **Nomination and Election of Urban Forestry Council Officers.** (Discussion and Action)
9. **Review and Approval of Draft Resolution commending Megan Sutherland for her service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)

Department of the Environment, City and County of San Francisco
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10. **Staff Report.**
11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report.
    Landmark Tree Ad Hoc Committee Report. Chair's Report.
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

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Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
Posted: June 21, 2013

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

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DRAFT MINUTES
Tuesday, June 25, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Acting Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Dan Kida, John S. Leffingwell, William Most, Sandy Sherwin, Dan Sider (San Francisco Planning Department), and Andrew Sullivan. Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:03 p.m. Present: Council Members Flanagan, Costello, Hillson, Kida, Leffingwell, Most, Sherwin, Sider, and Sullivan. Excused: Members Barrow, Buck and Hillan. Absent: Member Stockmann.

2. **Introduction of New Urban Forestry Council Members.** (Discussion) Members Kida, Leffingwell and Most introduced themselves and discussed their background and interest in urban forestry.

3. **Adoption of Minutes of the February 26, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: February 26, 2013 Approved Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Sullivan, the February 26, 2013 Urban Forestry Council Draft Minutes were approved without objection (AYES: Members Flanagan, Costello, Kida, Leffingwell, Most, Sherwin, Sider and Sullivan; Absent: Members Buck and Hillan).

4. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

Department of the Environment, City and County of San Francisco
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5. **Process and Upcoming Steps for Urban Forestry Council Strategic Planning.** (Explanatory Document: Urban Forestry Council Offsite Planning Meeting Draft Agenda) Speaker: Michael Allison, Principal, Michael Allison Consulting (Discussion)

   Mr. Michael Allison provided an overview of the draft agenda and process for the upcoming Urban Forestry Council Strategic Planning session scheduled for Tuesday, August 27, 2013. The session would be held during the day and would replace the regular meeting on the same date. Agenda topics for the meeting include a discussion on the purpose and goals for the meeting, developing a shared understanding of where the Urban Forestry Council is at the present time, identifying a vision, priority goals, and action plan for the Urban Forestry Council, and clarifying next steps. He suggested that Council members in advance of the meeting review the Council's history, self-assessment survey results, stakeholder feedback for strategic planning, and the Planning Department's Urban Forest Master Plan summary.

   Council Member Most requested that the Climate Action Strategy Plan be included as a topic of discussion at the meeting. Council Members held a discussion on how the strategic planning session would help achieve a future strategic and focused work plan for the Council.

6. **Urban Forest Master Plan.** Mr. Jon Swae, Plan Manager, Urban Forest Plan, Planning Department, will provide an update on the Urban Forest Plan to the Council. (Explanatory Document: Urban Forest Plan Draft Executive Summary) Speaker: Jon Swae, Planning Department (Informational Presentation and Discussion)

   Mr. Jon Swae reported on the Urban Forest Plan vision and goals to grow, protect, manage, fund, and engage residents, public agencies and the private sector in the city's urban forest. He discussed the main recommendations of the plan to stabilize the urban forest, increase tree canopy, maintain all street trees, dedicate funding for trees, and plant more street trees. Mr. Swae discussed the current role of the Urban Forestry Council, city agencies and departments and current focus to develop a finance study and complete a street tree census. The Council is to be presented with a draft of the Plan in August with a goal of a final draft to be completed in early Fall 2013. A public awareness campaign will be scheduled for 2013/14. The Council held a discussion and provided input into the plan. Working group meetings would be scheduled to provide further input. Mr. Swae would provide a work plan of all recommendations, role of all parties, lead agencies, and timeline for implementation to the Council to review at its August 27 strategic planning session.

   Public Comment: Mr. Frank Mason discussed City budget backlog, allocations and tax assessments and choices the City should be considering in allocating spending toward planting more street trees in comparison with other programs. He expressed his concern on the lack of consultation with property owners and neighborhoods when street tree maintenance had been reassigned to them in the past. Mr. Mason stated that the plan disregards senior and disabled owners who may not want a tree or are unable to maintain or financially maintain a tree in accordance with Section 805 of Article 16 of the Public Works Code.

7. **Review of Procedure for the Urban Forestry Council's 2013 Annual Report.** Speaker: Mei Ling Hui, Council Coordinator (Discussion) Council Coordinator Hui reported that the Annual Report Survey was reviewed and updated at the Planning and Funding Committee and was sent to all stakeholders on June 24. A response was requested by July 19 and would be reviewed at a rescheduled Planning and Funding Committee in the third week of July. A Draft of the Annual Report would be provided at the August 27 strategic planning session for review and adoption.

8. **Nomination and Election of Urban Forestry Council Officers.** (Discussion and Action) Member Sider nominated Member Flanagan as Council Chair and Member Flanagan accepted the nomination. Member Flanagan nominated Member Costello as Council Vice-Chair, and Member Costello accepted the nomination. Upon Motion by Member Hillson, second by Member Sullivan, Member Flanagan was elected as Chair and Member Costello was elected as Council Vice-Chair (AYES: Members Flanagan, Costello, Kida, Leffingwell, Most, Sherwin, Sider and Sullivan (Absent: Members Buck and Hillan).

9. **Review and Approval of Draft Resolution commending Megan Sutherland for her service to the Urban Forestry Council.** (Explanatory Document: Resolution 007-13-UFC) (Discussion and Action) Secretary Fish read the Draft Resolution commending Council Emeritus Member Megan Sutherland-Morris for her service to the Urban Forestry Council. Upon Motion by Member Flanagan, second by Member Sherwin, Resolution 007-13-UFC was adopted with amendments without objection (AYES: Members Flanagan, Costello, Kida, Leffingwell, Most, Sherwin, Sider and Sullivan; Absent: Members Buck and Hillan).

10. **Staff Report.** Coordinator Hui reported on her work on current projects, provided the Street Tree Guide to Council Members for distribution, and reported on her out of office schedule.

11. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Funding Committee. Chair's Report.
    Landmark Tree Ad Hoc Committee Report. Chair's Report.

    Member Sullivan reported on the Planning and Funding Committee's work on strategic planning, the Annual Report and provided updates on the Urban Forest Plan. Member Hillson reported on past Landmark Tree Committee meetings held to match landmark grove and tree nomination forms with the Department of Public Works (DPW) Code, and that proposed grove ordinance language and forms had been submitted to DPW legal for review.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chair Flanagan asked Council Members for their recommendations for meeting space for the August 27 Strategic Planning meeting. He reported that a public member submitted a letter on the landmark tree process that would be forwarded to the Landmark Tree Committee for further action. A copy of the letter from Ms. Dee Seligman was provided to all Council Members.

13. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member Hillson inquired and suggested publicly accessible locations where the Street Tree Guide could be made available. Members would be distributing the guide and provided suggestions for distribution locations such as community meetings, neighborhood organizations, permit filing locations, the public library. Member Sullivan announced that a public meeting would be held at SPUR on July 17th on the Draft Urban Forest Plan. Member Sherwin announced that the Botanical Garden was before the Board of Supervisors last week and inquired about the outcome. Coordinator Hui suggested that Council Members network their programs, projects or events with other members during this agenda item.

14. **New Business/Future Agenda Items.** (Information and Discussion) Member Flanagan reported that future agenda items would include the Urban Forest Master Plan and Strategic Planning. Coordinator Hui reported that the Annual Report would be reviewed at the August Council meeting.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. Mr. Frank Mason reported on discussions held on the Better Market Street Plan and selection of trees and increased funding for the Plan. He suggested that the Council become more involved in the process. Mr. Mason asked that future provisions be made for property owners to opt out of street tree planting or maintenance due to extenuating circumstance and discussed the public relations problem he feels exists because of this requirement. He suggested that the City Attorney provide advice on voting recusal requirements for Council Members that may have a financial interest in the Urban Forest Plan.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 7:38 p.m.

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Respectfully submitted by Monica Fish, Council Secretary

Approved:

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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approved

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

APPROVED MINUTES
Tuesday, June 25, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Acting Chair), Chris Buck (Department of Public Works), Dr. Larry Costello, Malcolm Hillan, Rose Hillson, Dan Kida, John S. Leffingwell, William Most, Sandy Sherwin, Dan Sider (San Francisco Planning Department), and Andrew Sullivan. Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Melinda Stockmann (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

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16. Adjournment. The Urban Forestry Council meeting adjourned at 7:38 p.m.

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Respectfully submitted by Monica Fish, Council Secretary

Approved: August 27, 2013

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Director

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URBAN FORESTRY COUNCIL

NOTICE OF SPECIAL MEETING RETREAT ON

TUESDAY, AUGUST 27, 2013, 10:00 A.M. AND

NOTICE OF CANCELLED REGULAR MEETING ON

TUESDAY, AUGUST 27, 2013, 6:00 P.M.

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The Urban Forestry Council's Regular Meeting of **Tuesday, August 27, 2013, 6:00 p.m.** that meets at City Hall, Room 416, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102 has been **CANCELLED.**

The Urban Forestry Council will be holding a **SPECIAL MEETING RETREAT** on **Tuesday, August 27, 2013** commencing at **10:00 a.m. at the Port of San Francisco, Pier One, The Embarcadero, Conference Room Bayside 1, San Francisco, CA 94111.** Topics of discussion will include strategic planning and other Urban Forestry Council business. An agenda will be prepared and distributed at least 72 hours prior to the meeting.

For additional information or to be placed on the agenda mailing list, contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas.

Posted: August 7, 2013

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Special Meeting Retreat Notice and Agenda
Tuesday, August 27, 2013, 10:00 a.m.

Port of San Francisco, Pier One, the Embarcadero
Conference Room Bayside 1,
San Francisco, CA 94111.

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Carla Short (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Andrew Sullivan and Jon Swae (San Francisco Planning Department. Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the June 25, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: June 25, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Urban Forest Master Plan.** (Continued from the June 25, 2013 Meeting) Council Member Jon Swae, Planning Department representative, will provide an update on the Urban Forest Plan to the Council. Speaker: Council Member Jon Swae, Planning Department (Informational Presentation and Discussion) This agenda item will be proposed for continuance to the September 27, 2013 Urban Forestry Council meeting.
5. **Review and Approval of the Urban Forestry Council 2013 Draft Annual Report.** (Continued from the June 25, 2013 Meeting) (Discussion and Action) This agenda item will be proposed for continuance to the September 27, 2013 Urban Forestry Council meeting.
6. **Urban Forestry Council Strategic Planning.** Michael Allison, Principal, Michael Allison Consulting. The Council will discuss strategic planning and begin identifying a two-year work plan. The action would be to set up strategic plan two-year goals. (Explanatory Documents: Self Assessment

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Survey Report; History Brief for 2013 Strategic Planning, and Stakeholder Feedback Survey) (Discussion and Action)

7. **Staff Report.**
8. **New Business/Future Agenda Items.** (Information and Discussion)
9. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
10. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, September 27, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Commission Retreat will be held at the Port of San Francisco, Pier One, Conference Room Bayside 1, San Francisco, CA 94111. The meeting room is wheelchair accessible. The Port's fully accessible offices are in the west end of Pier 1. There are two public entrances; the main entrance on the west (Embarcadero), and the Port History walk entrance on the south apron. Each of these entrances is provided with an automatically operated door. Both entrances lead to the Bayside conference rooms. Accessible public restrooms, drinking fountains, payphone and TTY are on the first floor near the main entrance. The public spaces of the Port's offices are equipped with remote infrared signage (Talking Signs) identifying all primary entrances, paths of travel, meeting rooms and amenities. Accessible seating areas and assistive listening devices will be available in the Bayside Conference rooms.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

The nearest accessible parking is provided in the following off-street pay lots: 3 spaces in the surface lot on the west side of the Embarcadero at Washington Street. Hourly and valet parking is available in the Pier 3 lot. This lot is accessed through the Pier 3 bulkhead building entrance on the east side of the Embarcadero. This lot is located on the pier deck; adjacent to the ferry boat Santa Rosa. Additional covered accessible off-street pay parking is available in the Golden Gateway Garage, which is bounded by Washington, Clay, Drumm and Battery Streets. Entrance is on Clay St. between Battery and Front Streets. There is no high-top van parking. Metered street parking is available on the Embarcadero, Washington, Folsom & Drumm Streets.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: August 20, 2013

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL SPECIAL RETREAT MEETING

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DRAFT MINUTES
Tuesday, August 27, 2013, 6:00 p.m.

Port of San Francisco, Pier One, the Embarcadero
Conference Room Bayside 1
San Francisco, CA 94111

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council Retreat convened at 10:10 a.m. Present: Council Members Flanagan, Costello, Ginsburg, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan, and Swae. Excused: Member Barrow.

2. **Adoption of Minutes of the June 25, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: June 25, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Flanagan, the June 25, 2013 Meeting Minutes were approved without objection.

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Urban Forest Master Plan.** (Continued from the June 25, 2013 Meeting) Council Member Jon Swae, Planning Department representative, will provide an update on the Urban Forest Plan to the Council. Speaker: Council Member Jon Swae, Planning Department (Informational Presentation

Department of the Environment, City and County of San Francisco
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and Discussion) This agenda item will be proposed for continuance to the September 27, 2013 Urban Forestry Council meeting.

This agenda item was continued to the Call of the Chair.

5. **Review and Approval of the Urban Forestry Council 2013 Draft Annual Report.** (Continued from the June 25, 2013 Meeting) (Discussion and Action) This agenda item will be proposed for continuance to the September 27, 2013 Urban Forestry Council meeting.

   This agenda item was continued to the Call of the Chair.

6. **Urban Forestry Council Strategic Planning.** Michael Allison, Principal, Michael Allison Consulting. The Council will discuss strategic planning and begin identifying a two-year work plan. The action would be to set up strategic plan two-year goals. (Explanatory Documents: Self-Assessment Survey Report; History Brief for 2013 Strategic Planning, and Stakeholder Feedback Survey, 2013-15 Draft Strategic Plan, and Retreat Notes) (Discussion and Action)

   Mr. Michael Allison facilitated the Council retreat. Council Members and Council Coordinator introduced themselves and described their affiliations and interest in the urban forest. The Council reviewed its history and accomplishments, discussed its role and relevancy as an advisory body to the Mayor and Board of Supervisors, and how the Council is perceived by institutions and its constituents. Council Members discussed their vision for the future of the Urban Forestry Council. Common themes, goals and overarching priorities for the next two years were identified. The Council considered changing its status as an advisory council to a technical advisory committee and changing Committee membership, structure, and schedule. After discussions were held, a Draft Urban Forestry Council Strategic Plan was created for 2013-15. (Reference Retreat Notes and 2013-15 Draft Strategic Plan.)

   Public Comment: Ms. Dee Seligman cited Council discussion on the possibility of changing to a technical advisory committee in order to avoid Sunshine Ordinance requirements and spoke in support of Sunshine Ordinance meeting laws because of the transparency it provides. She suggested that participants use microphones at future public meetings for better audio quality. Ms. Seligman stated that all City Commissions and Committees should issue responses to public comment questions either at the meeting or by way of a formal response. She suggested that doing so would engage the public more and increase the Council's relevancy and visibility. Ms. Seligman thanked the Council for welcoming her to the meeting. Council Member Hillson reported that the public also has the option to review meeting audio recordings that are available for public review on the Council's website as a way to review past responses to public comment inquiries.

7. **Staff Report.**

   Council Coordinator Hui reported on staff work on the Urban Forestry Council Strategic Planning retreat and Annual Report that will be considered for adoption at the September 27, 2013 Council meeting.

8. **New Business/Future Agenda Items.** (Information and Discussion)

   A proposed Bylaws amendment to change Committee membership, structure and schedule would be scheduled for a future Council meeting.

9. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Mr. Frank Mason spoke of the Department of Public Works backlog to replace defective sidewalks that would cost over $14 million dollars and the need to provide maintenance for what the City currently has before expanding the urban forest. He asked that the City not adopt a one fits all policy for relinquishing street tree maintenance to property owners and consider an opt-out policy for property owners who are disabled seniors and their caregivers who may not be able to provide tree maintenance.

10. **Adjournment.** The Urban Forestry Council Retreat adjourned at 3:43 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, September 27, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Council Secretary

Approved:

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL SPECIAL RETREAT MEETING

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APPROVED MINUTES
Tuesday, August 27, 2013, 6:00 p.m.

Port of San Francisco, Pier One, the Embarcadero
Conference Room Bayside 1
San Francisco, CA 94111

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

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2. **Adoption of Minutes of the June 25, 2013 Urban Forestry Council Regular Meeting.** (Explanatory Document: June 25, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Flanagan, the June 25, 2013 Meeting Minutes were approved without objection.

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

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and Discussion) This agenda item will be proposed for continuance to the September 27, 2013 Urban Forestry Council meeting.

This agenda item was continued to the Call of the Chair.

5. **Review and Approval of the Urban Forestry Council 2013 Draft Annual Report.** (Continued from the June 25, 2013 Meeting) (Discussion and Action) This agenda item will be proposed for continuance to the September 27, 2013 Urban Forestry Council meeting.

   This agenda item was continued to the Call of the Chair.

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   Mr. Michael Allison facilitated the Council retreat. Council Members and Council Coordinator introduced themselves and described their affiliations and interest in the urban forest. The Council reviewed its history and accomplishments, discussed its role and relevancy as an advisory body to the Mayor and Board of Supervisors, and how the Council is perceived by institutions and its constituents. Council Members discussed their vision for the future of the Urban Forestry Council. Common themes, goals and overarching priorities for the next two years were identified. The Council considered changing its status as an advisory council to a technical advisory committee and changing Committee membership, structure, and schedule. After discussions were held, a Draft Urban Forestry Council Strategic Plan was created for 2013-15. (Reference Retreat Notes and 2013-15 Draft Strategic Plan.)

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10. **Adjournment.** The Urban Forestry Council Retreat adjourned at 3:43 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, September 27, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Council Secretary

Approved: September 27, 2013

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

NOTICE OF PROPOSED AMENDMENT TO THE BYLAWS OF THE SAN FRANCISCO URBAN FORESTRY COUNCIL TO BE ACTED UPON AT THE REGULAR MEETING OF

FRIDAY, SEPTEMBER 27, 2013 at 8:30 A.M.
CITY HALL, ROOM 400
SAN FRANCISCO, CA 94102

This notice is issued pursuant to Article XI – Amendment of Bylaws of the San Francisco Urban Forestry Council requiring circulation of proposed amendments in writing to all Council Members and noticed to the public at least ten (10) days prior to such meeting. The Urban Forestry Council will discuss and vote on amending "Article VIII – Committees" to change the meeting structure, membership requirements, and schedule of Urban Forestry Council Committees as follows:

Article VIII – Committees

Section 4: Standing Committees

The Council shall have three~~we~~ standing Committees (1) Planning and Policy Committee; ~~and~~ (2) Funding Committee; and the (3~~2~~) Landmark Tree Ad Hoc Committee. The Landmark Tree Ad Hoc Committee shall have three ~~five~~ members and shall meet as needed on the first Thursday of the month starting at 4:15 p.m., in City Hall, Room 421, San Francisco. The Planning and Policy ~~and Funding~~ Committee shall have five members and shall meet on the first ~~second~~ Tuesday of each month starting at 5:00 ~~4:00~~ p.m. with the exception of November. There will not be a meeting in November. The Committee shall meet ~~in~~ at the Planning Department Offices, 1650 Mission Street, meeting room to be announced, San Francisco, 94103. ~~City Hall, Room 421, San Francisco.~~

The Funding Committee shall have five members and shall meet on the second Tuesday of each month starting at 4:00 p.m. with the exception of November. There will not be a meeting in November. The Funding Committee shall meet at City Hall, Room 421, San Francisco, 94102.

A notice and agenda for the Planning and Policy Committee and Funding Committee meetings will be posted at least 72 hours before the meeting. A notice for the Landmark Tree Ad Hoc Committee meeting will be posted 15 days before the meeting and an agenda will be posted at least 72 hours before the meeting. This information shall be posted on the Department of the Environment's website.

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Department of the Environment, City and County of San Francisco
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Section 5: The Planning and Policy ~~Funding~~ Committee

The Planning and Policy ~~Funding~~ Committee shall make recommendations to the Council on project plans for major publicly sponsored developments and civic improvements and changes of the public right of way as they impact trees. The Committee shall (1) examine and make policy recommendations to the Council regarding other urban forest and tree issues; (2) make recommendations to the Council regarding facilitating an assessment (inventory) of the current condition of the Urban Forest, and (3) review the Urban Forest Plan on an annual basis and make recommendations for any changes to the full Council for adoption.~~, (4) make recommendations to the Council on funding opportunities and staffing needs, on opportunities for urban forest programs and on securing and encouraging commitment of adequate resources for tree programs, (5) will also review urban forestry program budget priorities and make recommendations about Urban Forestry funding requirements to the full Council; investigate and pursue funding options for various urban forest activities, and (6) will review the Urban Forest Council's Budget on an annual basis and will make recommendations for any changes to the full Council for adoption.~~

Section 6: The Landmark Tree Ad Hoc Committee

The Landmark Tree Ad Hoc Committee shall make preliminary recommendations to the Council on nominated trees proposed for landmark status. The Committee shall conduct individual site visits, complete evaluation forms to review at regular monthly meetings as nominations are received, and vote on landmark tree nominations to present to the full Council for their consideration and adoption. It will prepare a written summary of the evaluation forms and include individual evaluation forms to present to the full Council for review. The Chair of the Committee shall verbally report on the written summary at Council meetings.

Section 7. The Funding Committee

The Funding Committee shall 1) make recommendations to the Council on funding opportunities and staffing needs, on opportunities for urban forest programs and on securing and encouraging commitment of adequate resources for tree programs. (2) will also review urban forestry program budget priorities and make recommendations about Urban Forestry funding requirements to the full Council; investigate and pursue funding options for various urban forest activities, and (3) will review the Urban Forest Council's Budget on an annual basis and will make recommendations for any changes to the full Council for adoption.

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This is to certify that the above notice was issued and posted on Friday, September 13, 2013.

Monica Fish
Urban Forestry Council Secretary

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Notice of Regular Meeting and Agenda
Friday, September 27, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the August 27, 2013 Urban Forestry Council Special Retreat Meeting.** (Explanatory Document: August 27, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Review and Approval of Draft Resolutions File Nos. 2013-09-UFC, 2013-10-UFC, and 2013-11-UFC to commend Urban Forestry Council Members Chris Buck, Daniel Sider and Melinda Stockmann for their service to the Urban Forestry Council.** (Explanatory Documents: Draft Resolutions) (Discussion and Action)
5. **Urban Forest Master Plan.** (Continued from the August 27, 2013 Meeting) Council Member Jon Swae, Planning Department representative, will provide an update on the Urban Forest Plan to the Council. Speaker: Council Member Jon Swae, Planning Department (Informational Presentation and Discussion)
6. **Review and Approval of the Urban Forestry Council 2013 Draft Annual Report.** (Explanatory Document: 2013 Draft Annual Report) (Continued from the August 27, 2013 Meeting) Speaker: Mei Ling Hui, Council Coordinator (Discussion and Action)

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7. **Approval of Draft Resolution File 2013-08-UFC to amend "Article VIII – Committees" to change the meeting structure, membership requirements, and schedule of Urban Forestry Council Committees.** (Explanatory Documents: Draft Resolution and Hearing Notice) Sponsor and Speaker: Chair Flanagan (Discussion and Action)
8. **Proposal for Amendments to the Urban Forestry Council Ordinance, Environment Code Chapter 12.** The Urban Forestry Council will review their current membership structure and discuss potential amendments to the Ordinance. (Explanatory Document: Environment Code Chapter 12) Speaker: Chair Flanagan (Discussion)
9. **Urban Forestry Council Strategic Planning.** The Urban Forestry Council will review the 2013-15 Urban Forestry Council Strategic Plan Draft for adoption. (Explanatory Document: Strategic Plan Draft) (Discussion and Action)
10. **Staff Report.**
11. **New Business/Future Agenda Items.** (Information and Discussion)
12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
13. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 22, 2013 at 6:00 p.m. Room 416, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: September 19, 2013

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Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

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DRAFT MINUTES
Friday, September 27, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:37 a.m. Present: Members Flanagan, Alvarez, Barrow, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan (8:39 a.m.) and Swae; Excused: Member Costello.

2. **Adoption of Minutes of the August 27, 2013 Urban Forestry Council Special Retreat Meeting.** (Explanatory Document: August 27, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Leffingwell, the August 27, 2013 Meeting Minutes were approved without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Review and Approval of Draft Resolutions File Nos. 2013-09-UFC, 2013-10-UFC, and 2013-11-UFC to commend Urban Forestry Council Members Chris Buck, Daniel Sider and Melinda Stockmann for their service to the Urban Forestry Council.** (Explanatory Documents: Draft and Approved Resolutions) (Discussion and Action)

Department of the Environment, City and County of San Francisco
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Upon Motion by Chair Flanagan, second by Member Leffingwell, Resolutions 009-13-UFC, 010-13-UFC and 011-13-UFC commending Urban Forestry Council Members Buck, Sider and Stockmann were approved without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

5. **Urban Forest Master Plan.** (Continued from the August 27, 2013 Meeting) Council Member Jon Swae, Planning Department representative, will provide an update on the Urban Forest Plan to the Council. Speaker: Council Member Jon Swae, Planning Department (Informational Presentation and Discussion)

   Member Swae reported that the Urban Forest Plan Draft would be distributed to the Council and City agencies on October 1 at which time there would be a two-week comment period. Additional detail can be provided by contacting Member Swae directly. He reported that the Parks Tree Finance and updated Street Tree Studies would be available on October 18, and additional information would be provided to the Council at that time.

   Public Comment: Mr. Frank Mason inquired why there would only be a two-week comment period on the Urban Forest Plan since it is such a major project. Member Swae reported that he was referring to the internal comment period for City agencies and the Urban Forestry Council. He reported that there would be an Open House on the public release of the Urban Forest Plan Draft the first week of December with a month or two of public comment at that time. Mr. Mason discussed City requirements for funding transportation projects and the implications that funding these projects has on property owners who may not have the required resources to pay for projects through property tax and other assessments.

6. **Review and Approval of the Urban Forestry Council 2013 Draft Annual Report.** (Explanatory Documents: 2013 Draft and Approved Annual Report) (Continued from the August 27, 2013 Meeting) Speaker: Mei Ling Hui, Council Coordinator (Discussion and Action)

   Council held a discussion on the Urban Forestry Council 2013 Draft Annual Report and suggested amendments.

   Public Comment: Mr. Frank Mason requested that a pie chart be included in the report that lists source of funding, whether it is from the General Fund, City agencies, federal, state, local, and what the benefits are in conjunction with the Climate Action Plan. Council Coordinator Hui reported that prior reports included this information but that the report was restructured to make it easier and increase the number of respondents. She and Chair Flanagan suggested that this question be added back to the report next year.

   Upon Motion by Chair Flanagan, second by Member Sherwin, the Urban Forestry Council 2013 Annual Report was approved with amendments (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

7. **Approval of Draft Resolution File 2013-08-UFC to amend "Article VIII – Committees" to change the meeting structure, membership requirements, and schedule of Urban Forestry Council Committees.** (Explanatory Documents: Draft and Approved Resolution, Amended Bylaws, and Hearing Notice) Sponsor and Speaker: Chair Flanagan (Discussion and Action)

Upon Motion by Member Hillan, second by Member Kida, Resolution 008-13-UFC was approved to amend the Urban Forestry Council Bylaws without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

8. **Proposal for Amendments to the Urban Forestry Council Ordinance, Environment Code Chapter 12.** The Urban Forestry Council will review their current membership structure and discuss potential amendments to the Ordinance. (Explanatory Document: Environment Code Chapter 12) Speaker: Chair Flanagan (Discussion)

   Chair Flanagan proposed that the Council request amendments to the Urban Forestry Council Ordinance so that Department representative non-voting members become voting members since the Departments that these members represent, support and fund the Council. Next steps discussed would be to secure a Board of Supervisor sponsor, and for the Council to adopt a Resolution requesting amendments. Coordinator Hui reported that an additional amendment that would be proposed would be to change the Golden Gate National Recreation Area (GGNRA) vacant seat to GGNRA/Presidio Trust in order to draw more interest in participation. A Resolution outlining requested amendments would be considered at the October 22, 2013 Council meeting.

   Public Comment: Mr. Frank Mason inquired if there would be a conflict of interest if a City staff and Urban Forestry Council member would be voting to receive funding for a project that would benefit their own department that would result in compensation to their own salary. He suggested requesting advice from the City Attorney. Council Coordinator Hui reported that the Council is not a regulatory body and does not make decisions on the budget. The Council only makes recommendations and does not control how much funding goes to one agency or another, they only advocate for funding. Chair Flanagan reported that requested Ordinance amendments would be reviewed by the City Attorney before it is presented to the Board of Supervisors for adoption.

9. **Urban Forestry Council Strategic Planning.** The Urban Forestry Council will review the 2013-15 Urban Forestry Council Strategic Plan Draft for adoption. Speaker: Michael Allison, Principal, Michael Allison Consulting (Explanatory Document: Draft and Approved Strategic Plan) (Discussion and Action).

   Mr. Michael Allison reported and presented on the 2013-15 Strategic Plan Draft and discussed next steps with Council members. The Planning and Policy and Funding Committees would meet to develop a Work Plan for the next two years. Upon Motion by Member Sherwin, second by Member Hillan, the 2013-15 Urban Forestry Council Strategic Plan was adopted with amendments without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

10. **Staff Report.** There was no additional staff report at this time.

11. **New Business/Future Agenda Items.** (Information and Discussion) Council Member Hillson reported that computer audio settings should be set to mono when reviewing meeting audio recordings.

12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

13. Adjournment. The Urban Forestry Council meeting adjourned at 9:37 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 22, 2013 at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Council Secretary

Approved:

10-23-13A09:53 RCVD

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

APPROVED MINUTES
Friday, September 27, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:37 a.m. Present: Members Flanagan, Alvarez, Barrow, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan (8:39 a.m.) and Swae; Excused: Member Costello.

2. **Adoption of Minutes of the August 27, 2013 Urban Forestry Council Special Retreat Meeting.** (Explanatory Document: August 27, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Leffingwell, the August 27, 2013 Meeting Minutes were approved without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Review and Approval of Draft Resolutions File Nos. 2013-09-UFC, 2013-10-UFC, and 2013-11-UFC to commend Urban Forestry Council Members Chris Buck, Daniel Sider and Melinda Stockmann for their service to the Urban Forestry Council.** (Explanatory Documents: Draft and Approved Resolutions) (Discussion and Action)

Department of the Environment, City and County of San Francisco
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Upon Motion by Chair Flanagan, second by Member Leffingwell, Resolutions 009-13-UFC, 010-13-UFC and 011-13-UFC commending Urban Forestry Council Members Buck, Sider and Stockmann were approved without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

5. **Urban Forest Master Plan.** (Continued from the August 27, 2013 Meeting) Council Member Jon Swae, Planning Department representative, will provide an update on the Urban Forest Plan to the Council. Speaker: Council Member Jon Swae, Planning Department (Informational Presentation and Discussion)

   Member Swae reported that the Urban Forest Plan Draft would be distributed to the Council and City agencies on October 1 at which time there would be a two-week comment period. Additional detail can be provided by contacting Member Swae directly. He reported that the Parks Tree Finance and updated Street Tree Studies would be available on October 18, and additional information would be provided to the Council at that time.

   Public Comment: Mr. Frank Mason inquired why there would only be a two-week comment period on the Urban Forest Plan since it is such a major project. Member Swae reported that he was referring to the internal comment period for City agencies and the Urban Forestry Council. He reported that there would be an Open House on the public release of the Urban Forest Plan Draft the first week of December with a month or two of public comment at that time. Mr. Mason discussed City requirements for funding transportation projects and the implications that funding these projects has on property owners who may not have the required resources to pay for projects through property tax and other assessments.

6. **Review and Approval of the Urban Forestry Council 2013 Draft Annual Report.** (Explanatory Documents: 2013 Draft and Approved Annual Report) (Continued from the August 27, 2013 Meeting) Speaker: Mei Ling Hui, Council Coordinator (Discussion and Action)

   Council held a discussion on the Urban Forestry Council 2013 Draft Annual Report and suggested amendments.

   Public Comment: Mr. Frank Mason requested that a pie chart be included in the report that lists source of funding, whether it is from the General Fund, City agencies, federal, state, local, and what the benefits are in conjunction with the Climate Action Plan. Council Coordinator Hui reported that prior reports included this information but that the report was restructured to make it easier and increase the number of respondents. She and Chair Flanagan suggested that this question be added back to the report next year.

   Upon Motion by Chair Flanagan, second by Member Sherwin, the Urban Forestry Council 2013 Annual Report was approved with amendments (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

7. **Approval of Draft Resolution File 2013-08-UFC to amend "Article VIII – Committees" to change the meeting structure, membership requirements, and schedule of Urban Forestry Council Committees.** (Explanatory Documents: Draft and Approved Resolution, Amended Bylaws, and Hearing Notice) Sponsor and Speaker: Chair Flanagan (Discussion and Action)

Upon Motion by Member Hillan, second by Member Kida, Resolution 008-13-UFC was approved to amend the Urban Forestry Council Bylaws without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

8. **Proposal for Amendments to the Urban Forestry Council Ordinance, Environment Code Chapter 12.** The Urban Forestry Council will review their current membership structure and discuss potential amendments to the Ordinance. (Explanatory Document: Environment Code Chapter 12) Speaker: Chair Flanagan (Discussion)

   Chair Flanagan proposed that the Council request amendments to the Urban Forestry Council Ordinance so that Department representative non-voting members become voting members since the Departments that these members represent, support and fund the Council. Next steps discussed would be to secure a Board of Supervisor sponsor, and for the Council to adopt a Resolution requesting amendments. Coordinator Hui reported that an additional amendment that would be proposed would be to change the Golden Gate National Recreation Area (GGNRA) vacant seat to GGNRA/Presidio Trust in order to draw more interest in participation. A Resolution outlining requested amendments would be considered at the October 22, 2013 Council meeting.

   Public Comment: Mr. Frank Mason inquired if there would be a conflict of interest if a City staff and Urban Forestry Council member would be voting to receive funding for a project that would benefit their own department that would result in compensation to their own salary. He suggested requesting advice from the City Attorney. Council Coordinator Hui reported that the Council is not a regulatory body and does not make decisions on the budget. The Council only makes recommendations and does not control how much funding goes to one agency or another, they only advocate for funding. Chair Flanagan reported that requested Ordinance amendments would be reviewed by the City Attorney before it is presented to the Board of Supervisors for adoption.

9. **Urban Forestry Council Strategic Planning.** The Urban Forestry Council will review the 2013-15 Urban Forestry Council Strategic Plan Draft for adoption. Speaker: Michael Allison, Principal, Michael Allison Consulting (Explanatory Document: Draft and Approved Strategic Plan) (Discussion and Action).

   Mr. Michael Allison reported and presented on the 2013-15 Strategic Plan Draft and discussed next steps with Council members. The Planning and Policy and Funding Committees would meet to develop a Work Plan for the next two years. Upon Motion by Member Sherwin, second by Member Hillan, the 2013-15 Urban Forestry Council Strategic Plan was adopted with amendments without objection (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Costello).

10. **Staff Report.** There was no additional staff report at this time.

11. **New Business/Future Agenda Items.** (Information and Discussion) Council Member Hillson reported that computer audio settings should be set to mono when reviewing meeting audio recordings.

12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

13. Adjournment. The Urban Forestry Council meeting adjourned at 9:37 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 22, 2013 at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Council Secretary

Approved: October 22, 2013

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MELANIE NUTTER
Director

NOTICE OF PROPOSED AMENDMENT TO THE BYLAWS OF THE SAN FRANCISCO URBAN FORESTRY COUNCIL TO BE ACTED UPON AT THE REGULAR MEETING OF

TUESDAY, OCTOBER 22, 2013, 6:00 P.M.
CITY HALL, ROOM 416
SAN FRANCISCO, CA 94102

This notice is issued pursuant to Article XI – Amendment of Bylaws of the San Francisco Urban Forestry Council requiring circulation of proposed amendments in writing to all Council Members and noticed to the public at least ten (10) days prior to such meeting. The Urban Forestry Council will discuss and vote on amending Article VIII – Committees, Section 4 to change the meeting time of the Urban Forestry Council Planning and Policy Committee as follows:

Article VIII – Committees

Section 4: Standing Committees

The Council shall have three standing Committees (1) Planning and Policy Committee; (2) Funding Committee; and the (3) Landmark Tree Ad Hoc Committee. The Landmark Tree Ad Hoc Committee shall have three members and shall meet as needed on the first Thursday of the month starting at 4:15 p.m., in City Hall, Room 421, San Francisco. The Planning and Policy Committee shall have five members and shall meet on the first Tuesday of each month starting at ~~5:00~~ 4:00 p.m. with the exception of November. There will not be a meeting in November. The Committee shall meet at the Planning Department Offices, 1650 Mission Street, meeting room to be announced, San Francisco, 94103.

The Funding Committee shall have five members and shall meet on the second Tuesday of each month starting at 4:00 p.m. with the exception of November. There will not be a meeting in November. The Funding Committee shall meet at City Hall, Room 421, San Francisco, 94102.

A notice and agenda for the Planning and Policy Committee and Funding Committee meetings will be posted at least 72 hours before the meeting. A notice for the Landmark Tree Ad Hoc Committee meeting will be posted 15 days before the meeting and an agenda will be posted at least 72 hours before the meeting. This information shall be posted on the Department of the Environment's website.

This is to certify that the above notice was issued and posted on Thursday, October 3, 2013.
Monica Fish, Commission Secretary

Department of the Environment, City and County of San Francisco
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Mayor

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Notice of Regular Meeting and Agenda
Tuesday, October 22, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the September 27, 2013 Urban Forestry Council Meeting.** (Explanatory Document: September 27, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Geary Bus Rapid Transit (BRT).** Speaker: Chester Fung - Principal Transportation Planner at San Francisco County Transportation Authority. Mr. Fung will provide the Council with a presentation on the Geary BRT plan, including landscaping and forestry portions of the plan. (Informational Presentation and Discussion)
5. **Review and Approval of Draft Resolution File 2013-12-UFC to amend "Article VIII – Committees, Section 4" to change the meeting time of the Urban Forestry Council Planning and Policy Committee.** (Explanatory Documents: Draft Resolution and Hearing Notice) Sponsor: Chair Dan Flanagan; Speaker: Council Coordinator Mei Ling Hui (Discussion and Action)
6. **Review and Approval of Draft Resolution File 2013-13-UFC to amend Environment Code Chapter 12 Urban Forestry Council Membership Requirements.** (Explanatory Documents: Draft Resolution and Environment Code Chapter 12) Sponsor and Speaker: Chair Flanagan (Discussion and Action)

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7. **Presentation on the Draft Urban Forest Master Plan.** Sponsor and Speaker: Member Jon Swae (Informational Presentation and Discussion)
8. **Report on Planning and Policy and Funding Committees' Discussions on Urban Forestry Council Strategic Plan Work Plan Goals.** (Explanatory Documents: Urban Forestry Council Strategic Plan, Planning and Policy Committee Work Plan Schedule, October 1 and 8, 2013 Committee Draft Minutes): Members Andrew Sullivan and Carla Short (Informational Report and Discussion)
9. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
10. **Staff Report.**
11. **New Business/Future Agenda Items.** (Information and Discussion)
12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
13. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, December 13, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: October 17, 2013

10-31-13A11:07 RCVD

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

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DRAFT MINUTES
Tuesday, October 22, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:03 p.m. Present: Council Members Flanagan, Costello, Hillson, Leffingwell, Short, Sullivan and Swae; Excused: Council Members Barrow, Hillan, Kida, Most and Sherwin; Absent: Members Ginsburg/Alvarez.

2. **Adoption of Minutes of the September 27, 2013 Urban Forestry Council Meeting.** (Explanatory Document: September 27, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Flanagan, the September 27, 2013 Meeting Minutes were approved without objection (AYES: Members Flanagan, Costello, Hillson, Leffingwell, Short, Sullivan and Swae; Absent: Members Hillan, Kida, Most and Sherwin).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Mr. Frank Mason asked that Council Members speak loudly and directly into the microphone for better audience comprehension.

Department of the Environment, City and County of San Francisco
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4. **Geary Bus Rapid Transit (BRT).** (Explanatory Document: Geary Bus Rapid Transit Project Update Presentation) Speaker: Chester Fung - Principal Transportation Planner at San Francisco County Transportation Authority. Mr. Fung will provide the Council with a presentation on the Geary BRT plan, including landscaping and forestry portions of the plan. (Informational Presentation and Discussion)

   Mr. Chester Fung presented an update on the Geary Bus Rapid Transit project reporting on project background, current status, alternatives, tree analysis and next steps (reference Geary Bus Rapid Transit Project Update presentation). Council Members discussed proposed alternatives and design, bus travel time, tree impacts, statistics, tree planting and maintenance budget, and tree replacement and selection. Member Short stated for the record that Department of Public Works (DPW) prefers Alternative 2 because it has less impact to trees that DPW has planted in the center median. A request was made for Mr. Fung to provide an informational report to the Council about the process for selecting the locally preferred alternative and how each alternative impacts the tree canopy on the corridor.

   Public Comment:

   Mr. Frank Mason pointed out that Muni had not responded to the Urban Forestry Council's Annual Report Survey. He stated that a report would be published by the Mayor's Office Transportation Task Force on MUNI's six billion dollar backlog for infrastructure and potential sources of funding. Mr. Mason discussed the competition for federal and local funding and how funding may not be available for the project. He spoke in support of the Council's inquiries about proposed tree maintenance. Mr. Mason stated that the Geary BRT is going to be light-rail ready with overhead lines unless new technology has electrical power sourced from the ground as opposed to overhead wires.

   Ms. Rupa Bose, speaking on behalf of the San Francisco Forest Alliance, discussed the substantial tree removal that is involved for most projects in San Francisco. She stated that this project involves removing about 10 to 20 percent of the trees while others have looked at removing up to 50% of trees. Ms. Bose stated that there is always tree planting in principle in these projects, but that kind of detail is not made available or is a requirement for the project. She stated that the Urban Forestry Council is the perfect body to advocate that this type of information be provided for street trees and park trees in natural and other areas.

5. **Review and Approval of Draft Resolution File 2013-12-UFC to amend Urban Forestry Council Bylaws "Article VIII – Committees, Section 4" to change the meeting time of the Urban Forestry Council Planning and Policy Committee.** (Explanatory Documents: Draft Resolution and Hearing Notice) Sponsor: Chair Dan Flanagan; Speaker: Council Coordinator Mei Ling Hui (Discussion and Action)

   Council Coordinator Hui and Commission Secretary Fish reported that the proposal is to amend the Council's Bylaws to change the meeting time of the Planning and Policy Committee from 5:00 p.m. to 4:00 p.m. Upon Motion by Member Sullivan, second by Member Swae, the Resolution was approved (AYES: Members Flanagan, Costello, Hillson, Leffingwell, Short, Sullivan and Swae; Absent: Members Hillan, Kida, Most and Sherwin).

6. **Review and Approval of Draft Resolution File 2013-13-UFC to amend Environment Code Chapter 12 Urban Forestry Council Membership Requirements.** (Explanatory Documents: Approved Resolution 013-13-UFC and Environment Code Chapter 12) Sponsor: Chair Flanagan; Speaker: Council Coordinator Hui (Discussion and Action)

Council Coordinator Hui reported that the proposal is to request that the Board of Supervisors amend Environment Code Chapter 12 so that all members become voting members, to expand the scope of the Golden Gate National Recreation Area (GGNRA) seat to both GGNRA or Presidio Trust, and to address the Redevelopment Agency member seat due to limited staff at the agency. Member Hillson suggested amendments to page 1 line 10 to change "seat" to "seats" and line 13 from "do not" to "are not." Chair Flanagan suggested that this agenda item be forwarded to the Planning and Policy Committee to create a proposal for the Redevelopment Agency seat. This agenda item was "Continued to the Call of the Chair."

Public Comment:

Ms. Dee Seligman expressed her concern that the Public Utilities Commission and particularly the Recreation and Park Department should be granted voting status without the Council having legal input into what happens in natural resource areas in parks. She discussed Chapter 12 requirements that indicate that the Council has the responsibility of the Urban Forest Plan in consultation with effected city agencies, interested members of the public, and that it has the responsibility to deal with both public and private trees in the city, which to her understanding means both street trees in the city and in parks.

Ms. Rupa Bose, speaking as a member of the public, expressed her concern for granting voting rights to the Recreation and Park Department because of the number of trees they cut down and their plans to cut down 18,400 trees in the Natural Areas Program. She stated that she believes the Recreation and Park Department is opposed to non-native trees and is pushing for native areas that are planted with scrub and shrubs.

7. **Presentation on the Draft Urban Forest Master Plan.** Sponsor and Speaker: Member Jon Swae (Informational Presentation and Discussion)

Member Jon Swae reported on the status of current planning, release of the Urban Forest Master Plan, and comments received. He reported that an internal draft was released in October to those who would be affected by recommendations in the plan that include City agencies, the Urban Forestry Council, and Friends of the Urban Forest. Comments received in the middle of October are currently being reviewed. The goal is to incorporate comments in the next month, release a draft of the plan for public review in December, hold a public open house in January, and then in January/February hold hearings at the Planning Commission and Board of Supervisors. Member Swae would highlight areas in the Plan that pertains to the Urban Forestry Council. Members would be asked to provide their comments that would be reviewed at the December Planning and Policy Committee meeting.

8. **Report on Planning and Policy and Funding Committees' Discussions on Urban Forestry Council Strategic Plan Work Plan Goals.** (Explanatory Documents: Urban Forestry Council Strategic Plan, Planning and Policy Committee Work Plan Schedule, October 1 and 8, 2013 Committee Draft Minutes): Members Andrew Sullivan and Carla Short (Informational Report and Discussion)

Member Sullivan reported on Planning and Policy Committee meeting discussions on the Strategic Plan two-year work plan schedule and outline of an approach to specific goals 2A "to assist in completion and passage of a new Urban Forest Master Plan," 2B "to develop a "roundtable" process for policy review on critical issues," and 2C "to play an active role in reviewing all major projects."

Member Hillson requested corrections to Strategic Plan page 4 to correct the time of the Landmark Tree Ad Hoc Committee meeting to "4:15 p.m." instead of "4:00 p.m." and at the top of the page, line 4, to change "Policy Committee" to "Planning and Policy Committee".

Member Short reported on Funding Committee meeting discussions on the Strategic Plan two-year work plan as it relates to becoming a clearing house for City departments for funding efforts, to try to ensure that City departments are working collaboratively together on funding and grant opportunities, influencing Departments to support broader funding initiatives and the Council itself, and how the Council can support acquiring funding for urban forestry programs.

Council Members were asked to provide comments on the two-year work plan and metrics for measuring success of meeting goals so the Committees can present to the Council a two-year work plan to be adopted at the December 13 Council meeting.

Public Comment:

Ms. Dee Seligman expressed her concern with transparency in government. She asked that when developing committees and work groups, that at all times those meetings are announced, documented, transparent, and that minutes be taken. Ms. Seligman asked that there be no discussion outside of meetings, and if there is a controversial issue, that significant groups in the city on both sides of the issue be encouraged and invited to attend. She clarified that Mount Sutro is owned by both UCSF and the Recreation and Park Department for the Natural Areas Program.

Ms. Rupa Bose, speaking as an individual, discussed the Council's Strategic Plan and overarching theme #2 "that the urban forest is not just trees, it includes a wide array of greening." She stated that a lot of shrubs and bushes are habitat and impact the environment in other ways. Her concern is that it shouldn't become a substitute for trees because under the Natural Areas Program, there seems to be an interest in cutting down trees and substituting native plants, shrubs, and grassland, which does not have the same habitat value and environmental benefits as trees. She doesn't want the Council to become about grass and shrubs. Speaking on behalf of the San Francisco Forest Alliance and Save Sutro Cloud Forest, Ms. Bose thanked the Council for taking part in discussions about Mount Davidson and Mount Sutro and hopes that these groups will be invited to take part in future discussions.

9. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

10. **Staff Report.** There was no additional staff report made at this time.

11. **New Business/Future Agenda Items.** (Information and Discussion) All new business and future agenda items were discussed during the course of the meeting.

12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

13. **Adjournment**. The Urban Forestry Council meeting adjourned at 7:50 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, December 13, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Council Secretary

Approved:

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL REGULAR MEETING

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APPROVED MINUTES
Tuesday, October 22, 2013, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:03 p.m. Present: Council Members Flanagan, Costello, Hillson, Leffingwell, Short, Sullivan and Swae; Excused: Council Members Barrow, Hillan, Kida, Most and Sherwin; Absent: Members Ginsburg/Alvarez.

2. **Adoption of Minutes of the September 27, 2013 Urban Forestry Council Meeting.** (Explanatory Document: September 27, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Flanagan, the September 27, 2013 Meeting Minutes were approved without objection (AYES: Members Flanagan, Costello, Hillson, Leffingwell, Short, Sullivan and Swae; Absent: Members Hillan, Kida, Most and Sherwin).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Mr. Frank Mason asked that Council Members speak loudly and directly into the microphone for better audience comprehension.

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
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4. **Geary Bus Rapid Transit (BRT).** (Explanatory Document: Geary Bus Rapid Transit Project Update Presentation) Speaker: Chester Fung - Principal Transportation Planner at San Francisco County Transportation Authority. Mr. Fung will provide the Council with a presentation on the Geary BRT plan, including landscaping and forestry portions of the plan. (Informational Presentation and Discussion)

   Mr. Chester Fung presented an update on the Geary Bus Rapid Transit project reporting on project background, current status, alternatives, tree analysis and next steps (reference Geary Bus Rapid Transit Project Update presentation). Council Members discussed proposed alternatives and design, bus travel time, tree impacts, statistics, tree planting and maintenance budget, and tree replacement and selection. Member Short stated for the record that Department of Public Works (DPW) prefers Alternative 2 because it has less impact to trees that DPW has planted in the center median. A request was made for Mr. Fung to provide an informational report to the Council about the process for selecting the locally preferred alternative and how each alternative impacts the tree canopy on the corridor.

   Public Comment:

   Mr. Frank Mason pointed out that Muni had not responded to the Urban Forestry Council's Annual Report Survey. He stated that a report would be published by the Mayor's Office Transportation Task Force on MUNI's six billion dollar backlog for infrastructure and potential sources of funding. Mr. Mason discussed the competition for federal and local funding and how funding may not be available for the project. He spoke in support of the Council's inquiries about proposed tree maintenance. Mr. Mason stated that the Geary BRT is going to be light-rail ready with overhead lines unless new technology has electrical power sourced from the ground as opposed to overhead wires.

   Ms. Rupa Bose, speaking on behalf of the San Francisco Forest Alliance, discussed the substantial tree removal that is involved for most projects in San Francisco. She stated that this project involves removing about 10 to 20 percent of the trees while others have looked at removing up to 50% of trees. Ms. Bose stated that there is always tree planting in principle in these projects, but that kind of detail is not made available or is a requirement for the project. She stated that the Urban Forestry Council is the perfect body to advocate that this type of information be provided for street trees and park trees in natural and other areas.

5. **Review and Approval of Draft Resolution File 2013-12-UFC to amend Urban Forestry Council Bylaws "Article VIII – Committees, Section 4" to change the meeting time of the Urban Forestry Council Planning and Policy Committee.** (Explanatory Documents: Draft Resolution and Hearing Notice) Sponsor: Chair Dan Flanagan; Speaker: Council Coordinator Mei Ling Hui (Discussion and Action)

   Council Coordinator Hui and Commission Secretary Fish reported that the proposal is to amend the Council's Bylaws to change the meeting time of the Planning and Policy Committee from 5:00 p.m. to 4:00 p.m. Upon Motion by Member Sullivan, second by Member Swae, the Resolution was approved (AYES: Members Flanagan, Costello, Hillson, Leffingwell, Short, Sullivan and Swae; Absent: Members Hillan, Kida, Most and Sherwin).

6. **Review and Approval of Draft Resolution File 2013-13-UFC to amend Environment Code Chapter 12 Urban Forestry Council Membership Requirements.** (Explanatory Documents: Approved Resolution 013-13-UFC and Environment Code Chapter 12) Sponsor: Chair Flanagan; Speaker: Council Coordinator Hui (Discussion and Action)

Council Coordinator Hui reported that the proposal is to request that the Board of Supervisors amend Environment Code Chapter 12 so that all members become voting members, to expand the scope of the Golden Gate National Recreation Area (GGNRA) seat to both GGNRA or Presidio Trust, and to address the Redevelopment Agency member seat due to limited staff at the agency. Member Hillson suggested amendments to page 1 line 10 to change "seat" to "seats" and line 13 from "do not" to "are not." Chair Flanagan suggested that this agenda item be forwarded to the Planning and Policy Committee to create a proposal for the Redevelopment Agency seat. This agenda item was "Continued to the Call of the Chair."

Public Comment:

Ms. Dee Seligman expressed her concern that the Public Utilities Commission and particularly the Recreation and Park Department should be granted voting status. She discussed Chapter 12 requirements that indicate that the Council has the responsibility of the Urban Forest Plan in consultation with effected city agencies, interested members of the public, and that it has the responsibility to deal with both public and private trees in the city, which to her understanding means both street trees in the city and in parks.

Ms. Rupa Bose, speaking as a member of the public, expressed her concern for granting voting rights to the Recreation and Park Department because of the number of trees they cut down and their plans to cut down 18,400 trees in the Natural Areas Program. She stated that she believes the Recreation and Park Department is opposed to non-native trees and is pushing for native areas that are planted with scrub and shrubs.

7. **Presentation on the Draft Urban Forest Master Plan.** Sponsor and Speaker: Member Jon Swae (Informational Presentation and Discussion)

Member Jon Swae reported on the status of current planning, release of the Urban Forest Master Plan, and comments received. He reported that an internal draft was released in October to those who would be affected by recommendations in the plan that include City agencies, the Urban Forestry Council, and Friends of the Urban Forest. Comments received in the middle of October are currently being reviewed. The goal is to incorporate comments in the next month, release a draft of the plan for public review in December, hold a public open house in January, and then in January/February hold hearings at the Planning Commission and Board of Supervisors. Member Swae would highlight areas in the Plan that pertains to the Urban Forestry Council. Members would be asked to provide their comments that would be reviewed at the December Planning and Policy Committee meeting.

8. **Report on Planning and Policy and Funding Committees' Discussions on Urban Forestry Council Strategic Plan Work Plan Goals.** (Explanatory Documents: Urban Forestry Council Strategic Plan, Planning and Policy Committee Work Plan Schedule, October 1 and 8, 2013 Committee Draft Minutes): Members Andrew Sullivan and Carla Short (Informational Report and Discussion)

Member Sullivan reported on Planning and Policy Committee meeting discussions on the Strategic Plan two-year work plan schedule and outline of an approach to specific goals 2A "to assist in completion and passage of a new Urban Forest Master Plan," 2B "to develop a "roundtable" process for policy review on critical issues," and 2C "to play an active role in reviewing all major projects."

Member Hillson requested corrections to Strategic Plan page 4 to correct the time of the Landmark Tree Ad Hoc Committee meeting to "4:15 p.m." instead of "4:00 p.m." and at the top of the page, line 4, to change "Policy Committee" to "Planning and Policy Committee".

Member Short reported on Funding Committee meeting discussions on the Strategic Plan two-year work plan as it relates to becoming a clearing house for City departments for funding efforts, to try to ensure that City departments are working collaboratively together on funding and grant opportunities, influencing Departments to support broader funding initiatives and the Council itself, and how the Council can support acquiring funding for urban forestry programs.

Council Members were asked to provide comments on the two-year work plan and metrics for measuring success of meeting goals so the Committees can present to the Council a two-year work plan to be adopted at the December 13 Council meeting.

Public Comment:

Ms. Dee Seligman expressed her concern with transparency in government. She asked that when developing committees and work groups, that at all times those meetings are announced, documented, transparent, and that minutes be taken. Ms. Seligman asked that there be no discussion outside of meetings, and if there is a controversial issue, that significant groups in the city on both sides of the issue be encouraged and invited to attend. She clarified that Mount Sutro is owned by both UCSF and the Recreation and Park Department for the Natural Areas Program.

Ms. Rupa Bose, speaking as an individual, discussed the Council's Strategic Plan and overarching theme #2 "that the urban forest is not just trees, it includes a wide array of greening." She stated that a lot of shrubs and bushes are habitat and impact the environment in other ways. Her concern is that it shouldn't become a substitute for trees because under the Natural Areas Program, there seems to be an interest in cutting down trees and substituting native plants, shrubs, and grassland, which does not have the same habitat value and environmental benefits as trees. She doesn't want the Council to become about grass and shrubs. Speaking on behalf of the San Francisco Forest Alliance and Save Sutro Cloud Forest, Ms. Bose thanked the Council for taking part in discussions about Mount Davidson and Mount Sutro and hopes that these groups will be invited to take part in future discussions.

9. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

10. **Staff Report.** There was no additional staff report made at this time.

11. **New Business/Future Agenda Items.** (Information and Discussion) All new business and future agenda items were discussed during the course of the meeting.

12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

13. **Adjournment**. The Urban Forestry Council meeting adjourned at 7:50 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, December 13, 2013 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Council Secretary

Approved: December 13, 2013

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Notice of Regular Meeting and Agenda
Friday, December 13, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the October 22, 2013Urban Forestry Council Meeting.** (Explanatory Document: October 22, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Draft Urban Forest Master Plan.** The Urban Forestry Council will hear an update on the Urban Forest Plan status and timeline, discuss the implementation strategy, and adopt implementation tasks that the Council will perform as part of the Urban Forest Plan. (Explanatory Documents: Urban Forestry Council Action Plan Draft and Implementation Strategy Tasks Draft) Sponsor and Speaker: Member Jon Swae (Informational Presentation Discussion, and Action)
5. **Urban Forestry Council Two Year Work Plan.** The Council will review and discuss the two year Work Plan Draft developed by the Planning and Policy and Funding Committees for adoption. (Explanatory Document: 2014-15 Two Year Urban Forestry Council Work Plan Draft) Speakers; Members Andrew Sullivan and William Most (Discussion and Action)
6. **Staff Report.**

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7. **New Business/Future Agenda Items.** (Information and Discussion)
8. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
9. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, January 24, 2014 at 8:30 a.m., Room 400, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: December 6, 2013

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Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

DRAFT MINUTES OF THE REGULAR MEETING
Friday, December 13, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:33 a.m. Present: Council Members Flanagan, Costello (8:35), Barrow, Hillan (9:00), Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae. Absent: Members Ginsburg/Alvarez.

2. **Adoption of Minutes of the October 22, 2013Urban Forestry Council Meeting.** (Explanatory Document: October 22, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Flanagan, second by Member Hillson, the October 22, 2013 Meeting Minutes were approved with an amendment to Ms. Dee Seligman's public comment on page 3 so that the first sentence of the paragraph should read "Ms. Dee Seligman expressed her concern that the Public Utilities Commission and particularly the Recreation and Park Department should be granted voting status" and deleting the rest of the sentence (AYES: Members Flanagan, Costello, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Hillan).

   Public Comment: Ms. Dee Seligman agreed that her public comment would read more effectively by removing the last part of the sentence indicated in the motion above.

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Department of the Environment, City and County of San Francisco
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Ms. Diane Carpio, San Francisco Park Merced resident, discussed Park Merced's development agreement project with the City on Brotherhood Way and her opposition to trees that were cut down for that project that she feels compromised public safety. She stated that permits were issued with the wrong street frontage, and that trees were not supposed to be cut down. Ms. Carpio reported that the work has halted, but that the Brotherhood Way hillside had been left with fallen trees for two months. She reported on her work with the Department of Public Works Bureau of Urban Forestry to reconcile the 2007 Hort Science Report on tagged trees. Ms. Carpio expressed her concern that there has been no maintenance, pruning, and tree watering of trees for the last six years since the report was issued back in 2007. She reported on her trouble finding the Urban Forestry Council website and suggested that member contact information be included.

Ms. Robin Sherrer expressed her concern with the loss of trees in San Francisco due to the Recreation and Park Department and Natural Areas Program's efforts to replace species, trees and environments with what they consider to be natural, even though it never previously existed in San Francisco. She reported on public opposition to the changes and tree removal taking place in Glen Park and Pine Lake and with the loss of eucalyptus trees, which are a part of San Francisco. Ms. Sherrer reported on her conversations with the Recreation and Park Department on this activity and with City College environmental and horticulture department professors who agreed that it was not a good idea to remove trees at mid-life.

4. **Draft Urban Forest Master Plan.** The Urban Forestry Council will hear an update on the Urban Forest Plan status and timeline, discuss the implementation strategy, and adopt implementation tasks that the Council will perform as part of the Urban Forest Plan. (Explanatory Documents: Urban Forestry Council Action Plan Draft and Implementation Strategy Tasks Draft) Sponsor and Speaker: Member Jon Swae (Informational Presentation Discussion, and Action)

Member Jon Swae reported that the Urban Forest Master Plan would be completed by the end of the year and that an open house for release of the Plan to the public is scheduled on January 15 (reference Open House Public Announcement card) from 6:00 to 8:00 p.m. at the LGBT Community Center in San Francisco. He stated that there would be a four week public comment period and then hearings would be scheduled at the Planning Commission and Board of Supervisors in February.

Member Swae reported on Urban Forest Plan Implementation Strategy Tasks pointing out actions with responsibilities either fully or partially assigned to the Urban Forestry Council. Member Sullivan reported that the Planning and Policy Committee reviewed and is using the Urban Forest Plan implementation strategies to inform the Council's Two-Year Work Plan. Member Most reported that from a Funding Committee perspective, funding strategies for each task should be added. Council Members held a discussion on proposed tasks and provided feedback and proposed amendments.

Public Comment:

Ms. Diane Carpio spoke in support of the work outlined on the Implementation Strategy Tasks. She discussed the large amount of zoning changes and development plans in the City and County of San Francisco that are exempt from Environmental Impact Review. Ms. Carpio reported on her meeting with Supervisor Yee in which she asked that he consider hiring a mitigator to oversee the Park Merced Development Agreement. She reported on her concern that replacement trees

may pose a danger to the existing habitat in the Monterey Pines being removed and suggested that the Council and possibly the Historical Landmark Committee become involved in the development plans at the site.

Ms. Robin Sherrer reported on her concern with the Recreation and Park Department as the lead on open space activities especially in parks and suggested that there be oversight of their plans to replace all non-native species such as the mature eucalyptus. She stated that Sutro Forest has also been endangered from too many trees being removed, and as a result may soon turn into a dry forest and fire danger.

Ms. Dee Seligman suggested that the Implementation Strategy Tasks include a way for the public to become fully aware of what is going on with any tree being felled in the city, whether it is a street or park tree. She suggested that any tree to be felled should be marked with information to create awareness as to why it is being felled, e.g., what is the disease and motive for the tree to be felled, what canopy it contributes to, and where to find out the agency or individual responsible for the decision and implementation of the decision.

Upon Motion by Member Most, second by Member Kida, the Urban Forestry Council Implementation Strategy Tasks for the Urban Forest Master Plan was adopted with amendments (AYES: Members Flanagan, Costello, Hillan, Hillson, Kida, Leffingwell, Most, Short, Sullivan and Swae; Absent: Member Sherwin).

5. **Urban Forestry Council Two Year Work Plan.** The Council will review and discuss the two year Work Plan Draft developed by the Planning and Policy and Funding Committees for adoption. (Explanatory Document: 2014-15 Two Year Urban Forestry Council Work Plan Draft) Speakers; Members Andrew Sullivan and William Most (Discussion and Action)

Planning and Policy Committee Chair Sullivan reported on 2014 quarterly Urban Forestry Council and Planning and Policy Committee Work Plan goals, work items, and metrics to assess work annually. He stated that 2015 goals are included and to be determined. Funding Committee Chair Most reported on Funding Committee Two Year Work Plan goals, work items, and metrics. Member Sullivan announced that work plan goals will be worked on for the Landmark Tree Committee activities and discussed the need for more outreach for landmark tree designations. Member Hillson discussed Ordinance requirements that may prevent people from initiating landmark tree designations. Member Short suggested scheduling a meeting to discuss this topic. Council Members held a discussion on the Two Year Work Plan goals, work items and metrics.

Public Comment:

Ms. Diane Carpio, stated that she is a Grants and Financial Analyst, and suggested that the Council create partnerships with City College and universities as well as budget for staff time to work on fundraising and other urban forestry programs. She suggested working with the Mayor's Office of Workforce Development and City College of San Francisco on a higher SF program to diversify and alleviate the burdens of arborists working with ISA standards in San Francisco. Ms. Carpio suggested developing training material and gaining Intellectual Property (IP) rights and patent IP material as another way of generating revenue. She spoke of conflict of interest issues surrounding landmark tree nominations and the need for mitigation and transparency in this area. She suggested consulting with 311 and SF Book for audit information. Ms. Carpio stated that

holding Arbor Day in areas where trees have been lost would have more of an impact than locations that are well populated.

Ms. Robin Sherrer requested information on how to contact the Urban Forestry Council about the landmark tree process so she could direct people to this program and process. She discussed a significant tree in Glen Park that could have been saved if there were more outreach to the public about the program. Ms. Sherrer suggested creating stories about historic trees and forests for public education. She inquired who to contact with questions about jurisdictional rights over Mount Sutro Forest.

Upon Motion by Chair Flanagan, second by Member Kida, the Urban Forestry Council Two Year Work Plan was adopted (AYES: Members Flanagan, Costello, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae).

Member Swae left the meeting at 10:20 a.m.

6. **Staff Report.** There was no staff report issued at this time.

7. **New Business/Future Agenda Items.** (Information and Discussion)

Member Short proposed a presentation for the January meeting on the Tigers of Market Street by two lepidopterists. Chair Flanagan reported that Member Costello has asked to step down from the Urban Forestry Council effective today, December 13. Council Members thanked and commended Member Costello for his service to the Council. Chair Flanagan announced that he would not be present for the January meeting, and that Member Short would serve as Vice Chair for the meeting, and that due to Member Costello's resignation, a new Chair should be elected. Member Hillson discussed the Geary Bus Rapid Transit Project and the effect it may have on the New Zealand Christmas tree located in the median between Funston and 12th Avenue that was planted for Mayor Christopher's Geary Greening Project. She stated that she would reach out to Mr. Chester Fung of the San Francisco County Transportation Authority to discuss the project and its effect on trees in that vicinity (reference Handout on Mayor Christopher's New Zealand Christmas Tree on Geary Boulevard). Member Sullivan suggested that the Planning Department present on the newly released Green Connections Plan.

Public Comment:

Ms. Diane Carpio inquired about landmark tree nomination criteria. Member Hillson reported that a private citizen can nominate a tree but that it has to be sponsored by the Board of Supervisors or an agency department head. She explained that all nomination criteria are available on the Landmark Tree nomination form located on the Urban Forestry Council's website or by contacting Department staff. Ms. Carpio stated that she is not in favor of development agreements that could abuse the landmark tree process. She suggested replantation as an alternative method of tree removal for development projects. Ms. Carpio suggested that all Recreation and Park Department grants having to do with the environment be reviewed by the Urban Forestry Council so that projects can be added to grants if possible. She discussed the lack of response time allocated to the public for input into project plans.

8. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Ms. Dee Seligman reported on upcoming lectures at the Commonwealth Club on Conciliation Biology, Ecological Communities in the March of Time, and the History of Ecology and Future of Eucalyptus Plantations in the Bay Area. She urged Recreation and Park Department representatives to attend meetings of the Council especially if voting status is to be granted for this seat.

   Ms. Diane Carpio reported that Park Merced has a large tree canopy and discussed trouble she is having identifying what City agency has jurisdiction over different aspects of the project. She asked that the Council request a presentation by the Planning Department about the Environmental Impact Report process for this project.

9. **Adjournment.** The Urban Forestry Council Meeting adjourned at 10:30 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, January 24, 2014 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted:

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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APPROVED MINUTES OF THE REGULAR MEETING
Friday, December 13, 2013, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:33 a.m. Present: Council Members Flanagan, Costello (8:35), Barrow, Hillan (9:00), Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae. Absent: Members Ginsburg/Alvarez.

2. **Adoption of Minutes of the October 22, 2013Urban Forestry Council Meeting.** (Explanatory Document: October 22, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Member Flanagan, second by Member Hillson, the October 22, 2013 Meeting Minutes were approved with an amendment to Ms. Dee Seligman's public comment on page 3 so that the first sentence of the paragraph should read "Ms. Dee Seligman expressed her concern that the Public Utilities Commission and particularly the Recreation and Park Department should be granted voting status" and deleting the rest of the sentence (AYES: Members Flanagan, Costello, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member HIllan).

   Public Comment: Ms. Dee Seligman agreed that her public comment would read more effectively by removing the last part of the sentence indicated in the motion above.

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Department of the Environment, City and County of San Francisco
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Ms. Diane Carpio, San Francisco Park Merced resident, discussed Park Merced's development agreement project with the City on Brotherhood Way and her opposition to trees that were cut down for that project that she feels compromised public safety. She stated that permits were issued with the wrong street frontage, and that trees were not supposed to be cut down. Ms. Carpio reported that the work has halted, but that the Brotherhood Way hillside had been left with fallen trees for two months. She reported on her work with the Department of Public Works Bureau of Urban Forestry to reconcile the 2007 Hort Science Report on tagged trees. Ms. Carpio expressed her concern that there has been no maintenance, pruning, and tree watering of trees for the last six years since the report was issued back in 2007. She reported on her trouble finding the Urban Forestry Council website and suggested that member contact information be included.

Ms. Robin Sherrer expressed her concern with the loss of trees in San Francisco due to the Recreation and Park Department and Natural Areas Program's efforts to replace species, trees and environments with what they consider to be natural, even though it never previously existed in San Francisco. She reported on public opposition to the changes and tree removal taking place in Glen Park and Pine Lake and with the loss of eucalyptus trees, which are a part of San Francisco. Ms. Sherrer reported on her conversations with the Recreation and Park Department on this activity and with City College environmental and horticulture department professors who agreed that it was not a good idea to remove trees at mid-life.

4. **Draft Urban Forest Master Plan.** The Urban Forestry Council will hear an update on the Urban Forest Plan status and timeline, discuss the implementation strategy, and adopt implementation tasks that the Council will perform as part of the Urban Forest Plan. (Explanatory Documents: Urban Forestry Council Action Plan Draft and Implementation Strategy Tasks Draft) Sponsor and Speaker: Member Jon Swae (Informational Presentation Discussion, and Action)

Member Jon Swae reported that the Urban Forest Master Plan would be completed by the end of the year and that an open house for release of the Plan to the public is scheduled on January 15 (reference Open House Public Announcement card) from 6:00 to 8:00 p.m. at the LGBT Community Center in San Francisco. He stated that there would be a four week public comment period and then hearings would be scheduled at the Planning Commission and Board of Supervisors in February.

Member Swae reported on Urban Forest Plan Implementation Strategy Tasks pointing out actions with responsibilities either fully or partially assigned to the Urban Forestry Council. Member Sullivan reported that the Planning and Policy Committee reviewed and is using the Urban Forest Plan implementation strategies to inform the Council's Two-Year Work Plan. Member Most reported that from a Funding Committee perspective, funding strategies for each task should be added. Council Members held a discussion on proposed tasks and provided feedback and proposed amendments.

Public Comment:

Ms. Diane Carpio spoke in support of the work outlined on the Implementation Strategy Tasks. She discussed the large amount of zoning changes and development plans in the City and County of San Francisco that are exempt from Environmental Impact Review. Ms. Carpio reported on her meeting with Supervisor Yee in which she asked that he consider hiring a mitigator to oversee the Park Merced Development Agreement. She reported on her concern that replacement trees

may pose a danger to the existing habitat in the Monterey Pines being removed and suggested that the Council and possibly the Historical Landmark Committee become involved in the development plans at the site.

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Upon Motion by Member Most, second by Member Kida, the Urban Forestry Council Implementation Strategy Tasks for the Urban Forest Master Plan was adopted with amendments (AYES: Members Flanagan, Costello, Hillan, Hillson, Kida, Leffingwell, Most, Short, Sullivan and Swae; Absent: Member Sherwin).

5. **Urban Forestry Council Two Year Work Plan.** The Council will review and discuss the two year Work Plan Draft developed by the Planning and Policy and Funding Committees for adoption. (Explanatory Document: 2014-15 Two Year Urban Forestry Council Work Plan Draft) Speakers; Members Andrew Sullivan and William Most (Discussion and Action)

Planning and Policy Committee Chair Sullivan reported on 2014 quarterly Urban Forestry Council and Planning and Policy Committee Work Plan goals, work items, and metrics to assess work annually. He stated that 2015 goals are included and to be determined. Funding Committee Chair Most reported on Funding Committee Two Year Work Plan goals, work items, and metrics. Member Sullivan announced that work plan goals will be worked on for the Landmark Tree Committee activities and discussed the need for more outreach for landmark tree designations. Member Hillson discussed Ordinance requirements that may prevent people from initiating landmark tree designations. Member Short suggested scheduling a meeting to discuss this topic. Council Members held a discussion on the Two Year Work Plan goals, work items and metrics.

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Upon Motion by Chair Flanagan, second by Member Kida, the Urban Forestry Council Two Year Work Plan was adopted (AYES: Members Flanagan, Costello, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae).

Member Swae left the meeting at 10:20 a.m.

6. **Staff Report.** There was no staff report issued at this time.

7. **New Business/Future Agenda Items.** (Information and Discussion)

Member Short proposed a presentation for the January meeting on the Tigers of Market Street by two lepidopterists. Chair Flanagan reported that Member Costello has asked to step down from the Urban Forestry Council effective today, December 13. Council Members thanked and commended Member Costello for his service to the Council. Chair Flanagan announced that he would not be present for the January meeting, and that Member Short would serve as Vice Chair for the meeting, and that due to Member Costello's resignation, a new Chair should be elected. Member Hillson discussed the Geary Bus Rapid Transit Project and the effect it may have on the New Zealand Christmas tree located in the median between Funston and 12th Avenue that was planted for Mayor Christopher's Geary Greening Project. She stated that she would reach out to Mr. Chester Fung of the San Francisco County Transportation Authority to discuss the project and its effect on trees in that vicinity (reference Handout on Mayor Christopher's New Zealand Christmas Tree on Geary Boulevard). Member Sullivan suggested that the Planning Department present on the newly released Green Connections Plan.

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   Ms. Diane Carpio reported that Park Merced has a large tree canopy and discussed trouble she is having identifying what City agency has jurisdiction over different aspects of the project. She asked that the Council request a presentation by the Planning Department about the Environmental Impact Report process for this project.

9. **Adjournment.** The Urban Forestry Council Meeting adjourned at 10:30 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, January 24, 2014 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Approved: February 25, 2014

SF Environment

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EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

Notice of Regular Meeting and Agenda
Friday, January 24, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the December 13, 2013 Urban Forestry Council Meeting.** (Explanatory Document: December 13, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Election of Interim Urban Forestry Council Vice-Chair.** (Discussion and Action)
5. **Mayor George Christopher Tree on Geary Boulevard.** The Council will hear a presentation on a New Zealand Christmas Tree planted by Mayor George Christopher, located on Geary Blvd as it relates to the Geary BRT project. Sponsor: Rose Hillson; Speakers: Council Member Rose Hillson and Chester Fung, Principal Transportation Planner, San Francisco County Transportation Authority. (Informational Presentation and Discussion)
6. **Review and Approval of Draft Resolution 2013-13-UFC recommending amendments to the Urban Forestry Council Ordinance Membership and Meeting Schedule Requirements.** (Explanatory Document: Draft Resolution) (Discussion and Action)
7. **Review and Approval of Draft Resolution File No. 2014-01-UFC endorsing the Urban Forest Master Plan, Phase One, Street Trees.** (Explanatory Document: Draft Resolution) Sponsor and Speaker: Member Jon Swae (Discussion, and Action)

Department of the Environment, City and County of San Francisco
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8. **"Tigers on Market Street."** The Council will hear a presentation on the Western Tiger Swallowtail and its adoption of an unlikely habitat – Market Street: a canyon of tall buildings over a river of transit that is lined with London Plane trees. Sponsor: Council Member Carla Short; Speaker: Amber Hasselbring, Principal of Art-ecology and Liam O'Brien, Founder of SF Butterfly." (Informational Presentation and Discussion)
9. **Staff Report.**
10. **New Business/Future Agenda Items.** (Information and Discussion)
11. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
12. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 25, 2014 at 6:00 p.m., Room 416, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B.

Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: January 17, 2014

SF Environment

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01-29-14P03:34 RCVD

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Mayor

MELANIE NUTTER
Director

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no quorum

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

MINUTES NO QUORUM
Friday, January 24, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

The January 24, 2014 Meeting was cancelled due to a lack of quorum at the meeting. No action items were heard at this meeting. Public Comment was heard, presentations given, and discussions held on Items 5, 7, 8-11.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, February 25, 2014 at 6:00 p.m., Room 416, San Francisco City Hall.

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Acting Director

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Notice of Regular Meeting and Agenda
Tuesday, February 25, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Christopher Campbell (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the December 13, 2013 Urban Forestry Council Meeting.** (Explanatory Document: December 13, 2013 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Election of Interim Urban Forestry Council Vice-Chair.** (Discussion and Action)
5. **Review and Approval of Draft Resolution 2014-03-UFC Commending Urban Forestry Council Member Larry Costello for his service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)
6. **Green Connections Project.** The Council will hear an informational presentation on the Planning Department's Green Connections Project including the final network and plant list/database. Sponsor: Council Member Jon Swae; Speaker: Kearstin Dischinger, Policy Planner, Planning Department. (Informational Presentation, Discussion and Action)
7. **Mt. Sutro Forest.** The Council will hear a presentation from the Sutro Stewards on current management plans for the Mt. Sutro Forest. Sponsor: Council Chair Dan Flanagan; Speaker: Craig Dawson, Executive Director of Sutro Stewards. (Informational Presentation and Discussion)
8. **Review and Approval of Draft Resolution File 2014-02-UFC recommending amendments to the Urban Forestry Council Ordinance Membership and Meeting Schedule Requirements.** (Explanatory Document: Draft Resolution) (Discussion and Action)

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9. **Review and Approval of Draft Resolution File No. 2014-01-UFC endorsing the Urban Forest Master Plan, Phase One, Street Trees.** (Explanatory Document: Draft Resolution) Sponsor and Speaker: Member Jon Swae (Discussion and Action)
10. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Explanatory Document: Draft 2014 Recommended Street Tree List and Draft Resolution) (Discussion and Action)
11. **AB 32 Cap-and-Trade Investment Plan.** The Urban Forestry Council will discuss the Investment Plan and the Governor's proposal for Fiscal Year 2014-2015 as it relates to urban forestry work and identify recommendations to include in a letter to the California Senate Budget and Fiscal Review Committee. (Explanatory Documents: Cap-and-Trade Program Overview Factsheet from Air Resources Board: http://www.arb.ca.gov/newsrel/2011/cap_trade_overview.pdf and California ReLeaf letter to California Senate: http://californiareleaf.org/wp-content/uploads/2009/07/SB-42-CA-ReLeaf-Support-if-Amend.pdf and Environmental Protection Chapter of Governor Brown's 2014-15 Full Budget Summary) (Discussion and Action)
12. **Mayor George Christopher Tree on Geary Boulevard.** The Council will hear a presentation on a New Zealand Christmas Tree planted by Mayor George Christopher located on Geary Boulevard as it relates to the Geary Bus Rapid Transit (BRT) Project. (Explanatory Documents: Mayor George Christopher and Geary Median Greening Project and Geary BRT Presentation) Sponsor/Speaker: Council Member Rose Hillson (Informational Presentation and Discussion)
13. **Staff Report.**
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, March 28, 2014 at 8:30 a.m., Room 416, San Francisco City Hall.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or

alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: February 20, 2014

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Mayor

DAVID ASSMANN
Acting Director

CITY AND COUNTY OF SAN FRANCISCO
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DRAFT MINUTES
Tuesday, February 25, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Christopher Campbell/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:05 p.m. Present: Council Members Flanagan, Hillan (6:35 p.m.), Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan, Swae and Wayne; Excused: Member Barrow.

2. **Adoption of Minutes of the December 13, 2013 Urban Forestry Council Meeting.** (Explanatory Document: December 13, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Council Member Flanagan, second by Council Member Hillson, the December 13, 2013 Meeting Minutes were approved without objection. (AYES: Members Flanagan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Hillan)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Ms. Anastasia Glikshtern spoke in opposition to San Francisco's Natural Areas Program and Significant Natural Resource Areas Management Plans that would propose cutting 18,500 trees for the purpose of restoration of grasslands and scrub habitat. She presented a letter from Distinguished Professor of Evolution and Ecology at U.C. Davis, Arthur M. Shapiro, in which he discusses the Natural Areas Program Draft Environmental Impact Report and opposition to San Francisco considering major expenditures directed toward "restoration ecology." (Reference Explanatory Document)

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Council Secretary Fish read public comment received from Ms. Dee Seligman asking that the December 13, 2013 Meeting Minutes be amended to reflect what she had originally stated at the October 22, 2013 Council meeting as follows: "Currently Chapter 12 of Environment Code says Recreation and Park and GGNRA are non-voting members but that Chapter 12 rules cannot supersede what Policy 13 says about protection of natural resource areas. This means that Recreation and Park Department could vote on Urban Forestry Council but the Council would have no say over the natural areas!"

The Council Chair suggested that the February 25, 2014 meeting minutes reflect Ms. Seligman's clarification instead of the option to bring back the October 22 or December 13 meeting minutes for amendment.

4. **Election of Interim Urban Forestry Council Vice-Chair**. (Discussion and Action) Upon Motion by Member Flanagan, second by Member Swae, Member Short was elected Interim Vice-Chair until the election scheduled for the May 23 Council meeting. Member Short accepted the nomination. (AYES: Members Flanagan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Hillan)

5. **Review and Approval of Draft Resolution 2014-03-UFC Commending Urban Forestry Council Member Larry Costello for his service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action) This agenda item was continued to the March 28, 2014 Council meeting.

6. **Green Connections Project.** The Council will hear an informational presentation on the Planning Department's Green Connections Project including the final network and plant list/database. (Explanatory Document: Green Connections Presentation, Green Connections Network Map and Citywide Plant List) Sponsor: Council Member Jon Swae; Speaker: Kearstin Dischinger, Policy Planner, Planning Department. (Informational Presentation and Discussion)

   Policy Planner Kearstin Dischinger presented on the Green Connections Project, "a special street or path that connects people to parks, open spaces, and the waterfront while enhancing the ecology of the street environment." Project goals include public health goals to increase active transportation to parks, sustainability to enhance urban ecology, and livability, to support neighborhood stewardship and livability. She reported that the project is nearing completion of a two-year planning process and presented a draft version of the Plan.

   Ms. Dischinger presented an example of an existing streetscape and how it would be envisioned through the Green Connections project. Topics of discussion included key project deliverables, the planning process, project team and partnerships, the Green Connections network, the design toolkit, ecology guides for route-specific information, citywide plant and community resource lists, and concept design. Ms. Dischinger discussed how Green Connections will be implemented and provided city-led and community-led examples. Planning Department plans are to present the project to the Planning Commission in early March and then to be part of the Recreation and Open Space adoption process at the end of March for incorporation into the General Plan. (Reference Presentation) Council members discussed project plans, prioritization of tasks and costs. A request was made to add San Francisco's Recommended Street Tree List into the plan database.

7. **Mt. Sutro Forest.** The Council will hear a presentation from the Sutro Stewards on current management plans for the Mt. Sutro Forest. Sponsor: Council Chair Dan Flanagan; Speaker: Craig Dawson, Executive Director of Sutro Stewards. (Informational Presentation and Discussion)

Sutro Stewards Executive Director Craig Dawson presented on Mt. Sutro Forest's cultural value, its history, the role it has played in San Francisco, and efforts to conserve the area. He discussed UCSF's 2001 Mount Sutro Open Space Reserve Management Plan, the Draft Environmental Impact Report (DEIR) published in 2013, and opposition to the alternate plan to revise the Draft EIR that he believes will negatively affect the health of Mt. Sutro's urban forest, its wildlife habitat, biodiversity, and conservation efforts. He suggested that the Council consider writing a letter to the UCSF Board of Regents stating opposition to an alternate Draft EIR based on concerns expressed at today's meeting. Council Members held a discussion and collaborated with Mr. Dawson on UCSF policies, the process, and current plans for the new proposed Draft EIR.

The Council directed the Planning and Policy Committee to consider an appropriate response at its March 4, 2014 meeting.

Explanatory Documents: UCSF November 2013 Community Meeting Powerpoint Presentation; 2013 Draft Environmental Impact Report; 2001 Mt. Sutro Reserve Plan; UCSF Sutro FAQ; Sutro Hazard Reduction Questions and Answers; and UCSF Sutro Information Sheet, Mt. Sutro 2013 Draft EIR link http://campusplanning.ucsf.edu/pdf/Mount_Sutro_EIR_1-16-13_with_Appendices.pdf.

Public Comment:

Mr. Paul Roeder, San Francisco resident, stated that Sutro Forest is a 120 year old hand-planted eucalyptus forest of now naturalized trees and diverse understory. It has evolved and developed many characteristics of a cloud forest at sea level, a rare eco type, possibly the only one of its classification in the world. He stated that the original Management Plan for Sutro Forest was intended to be a native plant restoration project disguised as a forest restoration project. The Plan projected heavy-handed management calling for initial removal of up to 30,000 trees of the 45,000 tree forest. Tree separation is now roughly 6 feet on center; those dimensions would be increased from 25 to 35 feet separation of the trees. Tree removal would be followed by yearly application of herbicides to tree stumps and other non native plants. Because of the nature of the root system, the toxins would migrate to remaining trees and shrubs. Eventually the forest would be gone. Eucalyptus trees are a significant element of our City's diverse urban forest including the Sutro Forest and are rooted in our history. Efforts to preserve native plants species should not include destruction of healthy trees including UCSF's. San Franciscans including UCSF should adopt an inclusive view of nature where native and non-natives are naturalized as part of the evolving global biosphere. In an age of global climate change, every tree counts. A light hand to management is necessary. The forest should be a natural self regulating self sustaining place.

Mr. Roeder spoke In support of UCSF's decision not to use herbicides in the current plan and encouraged the City to follow. He stated that the number of trees to be removed is significantly lower in this proposal. The scope of the tree removal should be decided by use of test plots similar to the proposal in the original plan. Mr. Roeder discussed the surprise that has been expressed to UCSF's revised Management Plan, but stated that there has been growing local opposition to any UCSF plan by the citizens. He suggested that UCSF be told that citizens are thankful they have stopped going in one direction, but that some portions of the new direction are not good, such as destroying the 25 acres. He suggested that UCSF not do any plan and start all over.

Mr. Christopher Campbell, San Francisco resident, thanked Mr. Dawson for Sutro Steward's volunteer work clearing trails which have improved recreational opportunities and the safety of the area that was once impenetrable and has provided better accessibility in case of fire hazards. He discussed the overall decline of the health of the Sutro Forest and what is believed to be a beetle infestation. Mr. Campbell discussed UCSF's letter explaining the change of plan that resulted from a consultation with a professional arborist whose opinion was that the current plan is consistent with best management practices of wooded areas and urban environments in addressing fire hazards. Mr. Campbell stated that UCSF's concern with the safety of San Francisco should include addressing the health of the forest as a whole, identifying best management practices, and addressing trees that are unhealthy and pose safety hazards because they are within a 100 foot contact of trails. He encouraged Council Members to visit and inspect the conditions at Mt. Sutro.

Ms. Anastasia Glikshtern stated that it is not known why UCSF has changed their decision to implement the original plan, but that there had been overwhelming opposition by the neighborhood and citizens of San Francisco expressed at a meeting. She stated that the new plan is a part of the old plan but on a smaller area. Ms. Glikshtern spoke in support of the new Plan's efforts to not use Tier 1 and 2 herbicides and remove fewer trees, but was opposed to replacing what is currently there with native plants. She suggested inviting Save Sutro and/or San Francisco Forest Alliance to the Planning and Policy Committee meeting so that opposite viewpoints may be heard. An explanatory document "Scientist Warning of Health Hazards of Monsanto's Herbicide Receives Threats" was received.

8. **Review and Approval of Draft Resolution File 2014-02-UFC recommending amendments to the Urban Forestry Council Ordinance Membership and Meeting Schedule Requirements.** (Explanatory Document: Approved Resolution 002-14-UFC) (Discussion and Action) Upon Motion by Member Sherwin, second by Member Sullivan, the Draft Resolution recommending amendments to the Urban Forestry Council Ordinance membership and meeting schedule requirements was approved without objection. The Resolution would be forwarded to the Board of Supervisors for further action. (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae)

9. **Review and Approval of Draft Resolution File No. 2014-01-UFC endorsing the Urban Forest Master Plan, Phase One, Street Trees.** (Explanatory Document: Approved Resolution 001-14-UFC) Sponsor and Speaker: Member Jon Swae (Discussion and Action)

Public Comment:

Council Coordinator Mei Ling Hui reported on public comment received by Commission on the Environment Commissioner Ruth Gravanis requesting that the Council consider not taking an endorsement vote until after public comments have been incorporated. Additional comments and suggestions on the Urban Forest Plan are included in the Public Comment document received. (Reference Explanatory Document)

Mr. Frank Mason stated that the Resolution does not mention the twenty-year cost and any action to be taken after the twentieth year. He discussed problems and time constraints he experienced with reviewing the approximate ninety-page document and another sixty pages of finance information. Mr. Mason stated that he concluded that the Plan ranges from $500 million to $875 million depending on the range by yearly basis and lacks adequate resources and political

commitment that makes the necessary financial choices for the city. Mr. Mason urged that the Urban Forest Plan include an opt-out provision for seniors, disabled, and those that are home bound so that they are not responsible for the daily maintenance of the tree basin and fallen leaves. Mr. Mason urged the City to get the back log in order before embarking in future programs.

Member Swae proposed that the Council proceed with the endorsement of the Draft Plan with the understanding that there would be changes made through comments received and further discussion. The Council would then be asked to endorse the Final Plan at a future date. Upon Motion by Council Chair Flanagan, second by member Leffingwell, the Resolution endorsing the Draft Urban Forest Master Plan Phase One, Street Trees was approved with amendments. (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae)

10. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Explanatory Document: Draft 2014 Recommended Street Tree List and Draft Resolution) (Discussion and Action) This agenda item was continued to the March 28, 2014 Urban Forestry Council meeting.

11. **AB 32 Cap-and-Trade Investment Plan.** The Urban Forestry Council will discuss the Investment Plan and the Governor's proposal for Fiscal Year 2014-2015 as it relates to urban forestry work and identify recommendations to include in a letter to the California Senate Budget and Fiscal Review Committee. (Explanatory Documents: Cap-and-Trade Program Overview Factsheet from Air Resources Board: http://www.arb.ca.gov/newsrel/2011/cap_trade_overview.pdf and California ReLeaf letter to California Senate: http://californiareleaf.org/wp-content/uploads/2009/07/SB-42-CA-ReLeaf-Support-if-Amend.pdf and Environmental Protection Chapter of Governor Brown's 2014-15 Full Budget Summary) (Discussion and Action)

    Council Coordinator Mei Ling Hui reported on the Governor's AB32 proposal for Fiscal Year 2014-15 and proposal that $15 million of the total fund be allocated to CalFire to administer community and urban forestry programs.

    Upon Motion by Council Member Sherwin, second by Member Hillson, the Council voted to support that the Council Chair and one other member hold a meeting with Senator Mark Leno, Chair of the Budget Committee, to relay that the Urban Forestry Council endorses the Governor's AB32 Cap-and-Trade Investment Plan budget proposal that CalFire manage the administration of $15 million for the community urban forestry program. This approval would be subject to information received by the Department of the Environment on its proposal for allocation of AB32 funds. The Council Coordinator was asked to relay to the Department of the Environment that the Council would be speaking to Senator Leno only on the $15 million directed toward the urban forestry program and would not be related to the request to be made by the Department of the Environment. (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae)

12. **Mayor George Christopher Tree on Geary Boulevard.** The Council will hear a presentation on a New Zealand Christmas Tree planted by Mayor George Christopher located on Geary Boulevard as it relates to the Geary Bus Rapid Transit (BRT) Project. (Explanatory Documents: Mayor George Christopher and Geary Median Greening Project and Geary BRT Presentation) Sponsor/Speaker: Council Member Rose Hillson (Informational Presentation and Discussion)

Council Member Rose Hillson provided an overview of Mayor George Christopher's background and involvement in political and social issues and his involvement in the second largest greening project after Golden Gate Park, the greening of Geary Boulevard, referred to as the "Great Wide Way". She discussed Mayor Christopher's involvement in the planting of the first New Zealand Christmas tree in 1959 on the Geary median between 12th Avenue and Funston in the Richmond District and the historical significance of the tree. Member Hillson reported that this tree would be affected by the Geary Bus Rapid Transit (BRT) System project and asked that the Council consider ways to save the tree that is important to the district. Member Hillson would report back to the Council after future discussions with Mr. Chester Fung, Project Manager of the Geary BRT project.

13. **Staff Report.** Council Coordinator Hui reported on Arbor Day activities on March 15 and asked for Council input on projects and activities for the Arbor Day fair. She reported that there is a landmark tree for review to be scheduled for an April Landmark Tree Ad Hoc Committee meeting. Chair Flanagan appointed Members Short, Swae and Kida to the Committee.

14. **New Business/Future Agenda Items.** (Information and Discussion) Planning and Policy Committee Chair Sullivan reported on discussions held at the February Planning and Policy Committee meeting on Arbor Day activities and urged Council Members to participate. Member Short suggested scheduling a tree tour on Earth Day. Funding Committee Chair Most reported that Coordinator Hui is working on recruiting membership for the proposed grant coordinating council. Member Hillson reported that the Counsel packet includes information on the Mayor's Tree List and asked for Council member input into an activity for the Tree Walk and selection of tree species. A discussion will be held on this topic at the March 4, 2014 Planning and Policy Committee meeting.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:16 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, March 28, 2014 at 8:30 a.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environme 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p. Photo identification is required for access to the building; (2) upon request to the Council Secretary the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org wit three business days of a meeting. Explanatory documents may also be available at the Counc meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments w each agenda or meeting minutes. Meeting audios can be accessed at the following webl https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-counc and-committee-meeting-audios.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

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approved

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

APPROVED MINUTES
Tuesday, February 25, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

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Council Members: Dan Flanagan (Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Christopher Campbell/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:05 p.m. Present: Council Members Flanagan, Hillan (6:35 p.m.), Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan, and Swae. Recreation and Park Department Representative Lisa Wayne was present at the meeting. Excused: Member Barrow.

2. **Adoption of Minutes of the December 13, 2013 Urban Forestry Council Meeting.** (Explanatory Document: December 13, 2013 Draft Minutes) (Discussion and Action) Upon Motion by Council Member Flanagan, second by Council Member Hillson, the December 13, 2013 Meeting Minutes were approved without objection. (AYES: Members Flanagan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Hillan)

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
Ms. Anastasia Glikshtern spoke in opposition to San Francisco's Natural Areas Program and Significant Natural Resource Areas Management Plans that would propose cutting 18,500 trees for the purpose of restoration of grasslands and scrub habitat. She presented a letter from Distinguished Professor of Evolution and Ecology at U.C. Davis, Arthur M. Shapiro, in which he discusses the Natural Areas Program Draft Environmental Impact Report and opposition to San Francisco considering major expenditures directed toward "restoration ecology." (Reference Explanatory Document)

Council Secretary Fish read public comment received from Ms. Dee Seligman asking that the December 13, 2013 Meeting Minutes be amended to reflect what she had originally stated at the October 22, 2013 Council meeting as follows: "Currently Chapter 12 of Environment Code says Recreation and Park and GGNRA are non-voting members but that Chapter 12 rules cannot supersede what Policy 13 says about protection of natural resource areas. This means that Recreation and Park Department could vote on Urban Forestry Council but the Council would have no say over the natural areas!"

The Council Chair suggested that the February 25, 2014 meeting minutes reflect Ms. Seligman's clarification instead of the option to bring back the October 22 or December 13 meeting minutes for amendment.

4. **Election of Interim Urban Forestry Council Vice-Chair**. (Discussion and Action) Upon Motion by Member Flanagan, second by Member Swae, Member Short was elected Interim Vice-Chair until the election scheduled for the May 23 Council meeting. Member Short accepted the nomination. (AYES: Members Flanagan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae; Absent: Member Hillan)

5. **Review and Approval of Draft Resolution 2014-03-UFC Commending Urban Forestry Council Member Larry Costello for his service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action) This agenda item was continued to the March 28, 2014 Council meeting.

6. **Green Connections Project.** The Council will hear an informational presentation on the Planning Department's Green Connections Project including the final network and plant list/database. (Explanatory Document: Green Connections Presentation, Green Connections Network Map and Citywide Plant List) Sponsor: Council Member Jon Swae; Speaker: Kearstin Dischinger, Policy Planner, Planning Department. (Informational Presentation and Discussion)

   Policy Planner Kearstin Dischinger presented on the Green Connections Project, "a special street or path that connects people to parks, open spaces, and the waterfront while enhancing the ecology of the street environment." Project goals include public health goals to increase active transportation to parks, sustainability to enhance urban ecology, and livability, to support neighborhood stewardship and livability. She reported that the project is nearing completion of a two-year planning process and presented a draft version of the Plan.

   Ms. Dischinger presented an example of an existing streetscape and how it would be envisioned through the Green Connections project. Topics of discussion included key project deliverables, the planning process, project team and partnerships, the Green Connections network, the design toolkit, ecology guides for route-specific information, citywide plant and community resource lists, and concept design. Ms. Dischinger discussed how Green Connections will be implemented and provided city-led and community-led examples. Planning Department plans are to present the project to the Planning Commission in early March and then to be part of the Recreation and Open Space adoption process at the end of March for incorporation into the General Plan. (Reference Presentation) Council members discussed project plans, prioritization of tasks and costs. A request was made to add San Francisco's Recommended Street Tree List into the plan database.

7. **Mt. Sutro Forest.** The Council will hear a presentation from the Sutro Stewards on current management plans for the Mt. Sutro Forest. Sponsor: Council Chair Dan Flanagan; Speaker: Craig Dawson, Executive Director of Sutro Stewards. (Informational Presentation and Discussion)

Sutro Stewards Executive Director Craig Dawson presented on Mt. Sutro Forest's cultural value, its history, the role it has played in San Francisco, and efforts to conserve the area. He discussed UCSF's 2001 Mount Sutro Open Space Reserve Management Plan, the Draft Environmental Impact Report (DEIR) published in 2013, and opposition to the alternate plan to revise the Draft EIR that he believes will negatively affect the health of Mt. Sutro's urban forest, its wildlife habitat, biodiversity, and conservation efforts. He suggested that the Council consider writing a letter to the UCSF Board of Regents stating opposition to an alternate Draft EIR based on concerns expressed at today's meeting. Council Members held a discussion and collaborated with Mr. Dawson on UCSF policies, the process, and current plans for the new proposed Draft EIR.

The Council directed the Planning and Policy Committee to consider an appropriate response at its March 4, 2014 meeting.

Explanatory Documents: UCSF November 2013 Community Meeting Powerpoint Presentation; 2013 Draft Environmental Impact Report; 2001 Mt. Sutro Reserve Plan; UCSF Sutro FAQ; Sutro Hazard Reduction Questions and Answers; and UCSF Sutro Information Sheet, Mt. Sutro 2013 Draft EIR link http://campusplanning.ucsf.edu/pdf/Mount_Sutro_EIR_1-16-13_with_Appendices.pdf.

Public Comment:

Mr. Paul Roeder, San Francisco resident, stated that Sutro Forest is a 120 year old hand-planted eucalyptus forest of now naturalized trees and diverse understory. It has evolved and developed many characteristics of a cloud forest at sea level, a rare eco type, possibly the only one of its classification in the world. He stated that the original Management Plan for Sutro Forest was intended to be a native plant restoration project disguised as a forest restoration project. The Plan projected heavy-handed management calling for initial removal of up to 30,000 trees of the 45,000 tree forest. Tree separation is now roughly 6 feet on center; those dimensions would be increased from 25 to 35 feet separation of the trees. Tree removal would be followed by yearly application of herbicides to tree stumps and other non native plants. Because of the nature of the root system, the toxins would migrate to remaining trees and shrubs. Eventually the forest would be gone. Eucalyptus trees are a significant element of our City's diverse urban forest including the Sutro Forest and are rooted in our history. Efforts to preserve native plants species should not include destruction of healthy trees including UCSF's. San Franciscans including UCSF should adopt an inclusive view of nature where native and non-natives are naturalized as part of the evolving global biosphere. In an age of global climate change, every tree counts. A light hand to management is necessary. The forest should be a natural self regulating self sustaining place.

Mr. Roeder spoke In support of UCSF's decision not to use herbicides in the current plan and encouraged the City to follow. He stated that the number of trees to be removed is significantly lower in this proposal. The scope of the tree removal should be decided by use of test plots similar to the proposal in the original plan. Mr. Roeder discussed the surprise that has been expressed to UCSF's revised Management Plan, but stated that there has been growing local opposition to any UCSF plan by the citizens. He suggested that UCSF be told that citizens are thankful they have stopped going in one direction, but that some portions of the new direction are not good, such as destroying the 25 acres. He suggested that UCSF not do any plan and start all over.

Mr. Christopher Campbell, San Francisco resident, thanked Mr. Dawson for Sutro Steward's volunteer work clearing trails which have improved recreational opportunities and the safety of the area that was once impenetrable and has provided better accessibility in case of fire hazards. He discussed the overall decline of the health of the Sutro Forest and what is believed to be a beetle infestation. Mr. Campbell discussed UCSF's letter explaining the change of plan that resulted from a consultation with a professional arborist whose opinion was that the current plan is consistent with best management practices of wooded areas and urban environments in addressing fire hazards. Mr. Campbell stated that UCSF's concern with the safety of San Francisco should include addressing the health of the forest as a whole, identifying best management practices, and addressing trees that are unhealthy and pose safety hazards because they are within a 100 foot contact of trails. He encouraged Council Members to visit and inspect the conditions at Mt. Sutro.

Ms. Anastasia Glikshtern stated that it is not known why UCSF has changed their decision to implement the original plan, but that there had been overwhelming opposition by the neighborhood and citizens of San Francisco expressed at a meeting. She stated that the new plan is a part of the old plan but on a smaller area. Ms. Glikshtern spoke in support of the new Plan's efforts to not use Tier 1 and 2 herbicides and remove fewer trees, but was opposed to replacing what is currently there with native plants. She suggested inviting Save Sutro and/or San Francisco Forest Alliance to the Planning and Policy Committee meeting so that opposite viewpoints may be heard. An explanatory document "Scientist Warning of Health Hazards of Monsanto's Herbicide Receives Threats" was received.

8. **Review and Approval of Draft Resolution File 2014-02-UFC recommending amendments to the Urban Forestry Council Ordinance Membership and Meeting Schedule Requirements.** (Explanatory Document: Approved Resolution 002-14-UFC) (Discussion and Action) Upon Motion by Member Sherwin, second by Member Sullivan, the Draft Resolution recommending amendments to the Urban Forestry Council Ordinance membership and meeting schedule requirements was approved without objection. The Resolution would be forwarded to the Board of Supervisors for further action. (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae)

9. **Review and Approval of Draft Resolution File No. 2014-01-UFC endorsing the Urban Forest Master Plan, Phase One, Street Trees.** (Explanatory Document: Approved Resolution 001-14-UFC) Sponsor and Speaker: Member Jon Swae (Discussion and Action)

Public Comment:

Council Coordinator Mei Ling Hui reported on public comment received by Commission on the Environment Commissioner Ruth Gravanis requesting that the Council consider not taking an endorsement vote until after public comments have been incorporated. Additional comments and suggestions on the Urban Forest Plan are included in the Public Comment document received. (Reference Explanatory Document)

Mr. Frank Mason stated that the Resolution does not mention the twenty-year cost and any action to be taken after the twentieth year. He discussed problems and time constraints he experienced with reviewing the approximate ninety-page document and another sixty pages of finance information. Mr. Mason stated that he concluded that the Plan ranges from $500 million to $875 million depending on the range by yearly basis and lacks adequate resources and political

commitment that makes the necessary financial choices for the city. Mr. Mason urged that the Urban Forest Plan include an opt-out provision for seniors, disabled, and those that are home bound so that they are not responsible for the daily maintenance of the tree basin and fallen leaves. Mr. Mason urged the City to get the back log in order before embarking in future programs.

Member Swae proposed that the Council proceed with the endorsement of the Draft Plan with the understanding that there would be changes made through comments received and further discussion. The Council would then be asked to endorse the Final Plan at a future date. Upon Motion by Council Chair Flanagan, second by member Leffingwell, the Resolution endorsing the Draft Urban Forest Master Plan Phase One, Street Trees was approved with amendments. (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae)

10. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Explanatory Document: Draft 2014 Recommended Street Tree List and Draft Resolution) (Discussion and Action) This agenda item was continued to the March 28, 2014 Urban Forestry Council meeting.

11. **AB 32 Cap-and-Trade Investment Plan.** The Urban Forestry Council will discuss the Investment Plan and the Governor's proposal for Fiscal Year 2014-2015 as it relates to urban forestry work and identify recommendations to include in a letter to the California Senate Budget and Fiscal Review Committee. (Explanatory Documents: Cap-and-Trade Program Overview Factsheet from Air Resources Board: http://www.arb.ca.gov/newsrel/2011/cap_trade_overview.pdf and California ReLeaf letter to California Senate: http://californiareleaf.org/wp-content/uploads/2009/07/SB-42-CA-ReLeaf-Support-if-Amend.pdf and Environmental Protection Chapter of Governor Brown's 2014-15 Full Budget Summary) (Discussion and Action)

Council Coordinator Mei Ling Hui reported on the Governor's AB32 proposal for Fiscal Year 2014-15 and proposal that $15 million of the total fund be allocated to CalFire to administer community and urban forestry programs.

Upon Motion by Council Member Sherwin, second by Member Hillson, the Council voted to support that the Council Chair and one other member hold a meeting with Senator Mark Leno, Chair of the Budget Committee, to relay that the Urban Forestry Council endorses the Governor's AB32 Cap-and-Trade Investment Plan budget proposal that CalFire manage the administration of $15 million for the community urban forestry program. This approval would be subject to information received by the Department of the Environment on its proposal for allocation of AB32 funds. The Council Coordinator was asked to relay to the Department of the Environment that the Council would be speaking to Senator Leno only on the $15 million directed toward the urban forestry program and would not be related to the request to be made by the Department of the Environment. (AYES: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan and Swae)

12. **Mayor George Christopher Tree on Geary Boulevard.** The Council will hear a presentation on a New Zealand Christmas Tree planted by Mayor George Christopher located on Geary Boulevard as it relates to the Geary Bus Rapid Transit (BRT) Project. (Explanatory Documents: Mayor George Christopher and Geary Median Greening Project and Geary BRT Presentation) Sponsor/Speaker: Council Member Rose Hillson (Informational Presentation and Discussion)

Council Member Rose Hillson provided an overview of Mayor George Christopher's background and involvement in political and social issues and his involvement in the second largest greening project after Golden Gate Park, the greening of Geary Boulevard, referred to as the "Great Wide Way". She discussed Mayor Christopher's involvement in the planting of the first New Zealand Christmas tree in 1959 on the Geary median between 12th Avenue and Funston in the Richmond District and the historical significance of the tree. Member Hillson reported that this tree would be affected by the Geary Bus Rapid Transit (BRT) System project and asked that the Council consider ways to save the tree that is important to the district. Member Hillson would report back to the Council after future discussions with Mr. Chester Fung, Project Manager of the Geary BRT project.

13. **Staff Report.** Council Coordinator Hui reported on Arbor Day activities on March 15 and asked for Council input on projects and activities for the Arbor Day fair. She reported that there is a landmark tree for review to be scheduled for an April Landmark Tree Ad Hoc Committee meeting. Chair Flanagan appointed Members Short, Swae and Kida to the Committee.

14. **New Business/Future Agenda Items.** (Information and Discussion) Planning and Policy Committee Chair Sullivan reported on discussions held at the February Planning and Policy Committee meeting on Arbor Day activities and urged Council Members to participate. Member Short suggested scheduling a tree tour on Earth Day. Funding Committee Chair Most reported that Coordinator Hui is working on recruiting membership for the proposed grant coordinating council. Member Hillson reported that the Counsel packet includes information on the Mayor's Tree List and asked for Council member input into an activity for the Tree Walk and selection of tree species. A discussion will be held on this topic at the March 4, 2014 Planning and Policy Committee meeting.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 8:16 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, March 28, 2014 at 8:30 a.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environme 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p. Photo identification is required for access to the building; (2) upon request to the Council Secretary the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org wit three business days of a meeting. Explanatory documents may also be available at the Counc meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments w each agenda or meeting minutes. Meeting audios can be accessed at the following webli https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-counc and-committee-meeting-audios.

SF Environment

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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

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Notice of Regular Meeting and Agenda
Friday, March 28, 2014, 8:30 a.m.

City Hall, Room *416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

The Urban Forestry Council will be meeting in Room 416 instead of the Regular Meeting location of Room 400.

Council Members: Dan Flanagan (Chair), Dr. Larry Costello (Vice Chair), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Carla Short (Department of Public Works), Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the February 25, 2014 Urban Forestry Council Meeting.** (Explanatory Document: February 25, 2014 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Review and Approval of Draft Resolution 2014-03-UFC Commending Urban Forestry Council Member Larry Costello for his service to the Urban Forestry Council.** (Continued from the February 25, 2014 Meeting) (Explanatory Document: Draft Resolution) (Discussion and Action)
5. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Continued from the February 25, 2014 Meeting—Proposed for Continuance to the May 23, 2014 Meeting) (Discussion and Action)
6. **Nominations and Expression of Interest in Urban Forestry Council Office for Chair and Vice Chair.** (Discussion and Action)

Department of the Environment, City and County of San Francisco
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Council Member Rose Hillson provided an overview of Mayor George Christopher's background and involvement in political and social issues and his involvement in the second largest greening project after Golden Gate Park, the greening of Geary Boulevard, referred to as the "Great Wide Way". She discussed Mayor Christopher's involvement in the planting of the first New Zealand Christmas tree in 1959 on the Geary median between 12th Avenue and Funston in the Richmond District and the historical significance of the tree. Member Hillson reported that this tree would be affected by the Geary Bus Rapid Transit (BRT) System project and asked that the Council consider ways to save the tree that is important to the district. Member Hillson would report back to the Council after future discussions with Mr. Chester Fung, Project Manager of the Geary BRT project.

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
Approved: March 28, 2014

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Mayor

DAVID ASSMANN
Acting Director

CITY AND COUNTY OF SAN FRANCISCO
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Notice of Regular Meeting and Agenda
Friday, March 28, 2014, 8:30 a.m.

City Hall, Room *416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

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Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
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5. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Continued from the February 25, 2014 Meeting—Proposed for Continuance to the May 23, 2014 Meeting) (Discussion and Action)
6. **Nominations and Expression of Interest in Urban Forestry Council Office for Chair and Vice Chair.** (Discussion and Action)

Department of the Environment, City and County of San Francisco
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7. **Summary of Draft Urban Forest Plan Public Comments.** Sponsor/Speaker: Member Jon Swae (Informational Report and Discussion)
8. **Urban Forestry Council Review and Approval of Draft Resolution 2014-05-UFC Supporting/Endorsing the Green Connections Plan.** (Explanatory Document: Draft Resolution) Sponsor/Speaker: Member Jon Swae (Discussion and Action)
9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee Report. Chair's Report.
10. **Staff Report.** (Informational Report and Discussion)
11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
12. **Urban Forestry Council Member Announcements.** (Information and Discussion)
13. **New Business/Future Agenda Items.** (Information and Discussion)
14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
15. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, May 23, 2014 at 8:30 a.m., City Hall, Room 400, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: March 24, 2014

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Mayor

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Acting Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

DRAFT MINUTES
Friday, March 28, 2014, 8:30 a.m.

***City Hall, Room 416**
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

***NOTE: The Urban Forestry Council meeting was held in City Hall, Room 416 instead of the regularly scheduled meeting location of City Hall, Room 400.**

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council Meeting convened at 8:42 a.m. Present: Council Members Flanagan, Hillan, Hillson, Kida, Most, Short, Sullivan, Swae and Wayne; Excused: Members Barrow, Leffingwell and Sherwin. Member Short served as Acting Vice Chair. Member Wayne attended the meeting as a representative of the Recreation and Park Department.

2. **Adoption of Minutes of the February 25, 2014 Urban Forestry Council Meeting.** (Explanatory Document: February 25, 2014 Draft Minutes) (Discussion and Action) Upon Motion by Member Sullivan, second by Member Most, the February 25, 2014 Meeting Minutes were approved with an amendment to state that Lisa Wayne attended the meeting as a representative of the Recreation and Park Department (AYES: Members Flanagan, Hillan, Hillson, Kida, Most, Short, Swae, and Sullivan; Absent: Members Leffingwell and Sherwin).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Ms. Robin Sherrer reported on her concerns with the Recreation and Open Space Element (ROSE) and references made to tree removal and replacement, native and non-native species, land use, and plans for Mt. Sutro. She asked that the Council consider a Resolution stating that the ROSE should continue to be considered but that it is not yet ready for approval.

4. **Review and Approval of Draft Resolution 2014-03-UFC Commending Urban Forestry Council Member Larry Costello for his service to the Urban Forestry Council.** (Continued from the February 25, 2014 Meeting) (Explanatory Document: Approved Resolution 003-14-UFC) (Discussion and Action)

Council Coordinator Hui read the Resolution into the record. Members Short and Flanagan commended Member Costello on his contribution to the Urban Forestry Council and urban forestry. Member Emeritus Costello thanked the Council and commended the composition of the Council and its work toward improving the urban forest. Upon Motion by Member Flanagan, second by Member Hillson, Resolution 003-14-UFC was approved (AYES: Members Flanagan, Hillan, Hillson, Kida, Most, Short, Sullivan and Swae; Absent: Members Leffingwell and Sherwin).

5. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Continued from the February 25, 2014 Meeting—Proposed for Continuance to the May 23, 2014 Meeting) (Discussion and Action)

Public Comment: Mr. Charles Cunningham inquired whether the purpose of the Recommended Street Tree List is to address trees that are being recommended for removal. Chairperson Flanagan reported that the Department of Public Works and other entities work on making annual recommendations for street trees to plant in San Francisco. Mr. Cunningham inquired whether the list would address a street tree that should be removed from a public walkway. Chair Flanagan reported that street tree removal does not apply to the Recommended Street Tree List. Member Short offered to advise Mr. Cunningham on the process.

This agenda item was continued to the May 23, 2014 Urban Forestry Council meeting.

6. **Nominations and Expression of Interest in Urban Forestry Council Office for Chair and Vice Chair.** (Discussion and Action)

Member Most, second by Member Short nominated Council Chair Flanagan as Chair. Chair Flanagan, second by Member Hillson nominated Member Short as Vice-Chair.

Public Comment: Ms. Robin Sherrer commended Members Short and Flanagan for doing a good job. She suggested that the Council consider adding a San Francisco Forest Alliance representative so as to have a more balanced view.

7. **Summary of Draft Urban Forest Plan Public Comments.** (Explanatory Document: Draft Urban Forest Plan – Phase 1: Street Trees Public Comments Summary) Sponsor/Speaker: Member Jon Swae (Informational Report and Discussion)

Member Swae reported that the Phase 1 of the Draft Urban Forest Plan was released on January 15. The comment period was until January 21 and then extended until February 25 or 26. A report was provided on public comments received as referenced in the Explanatory Document. Member Swae reported that the majority of the comments were in support of the plan. He provided a high level summary of recommendations and key themes from public comments received. The final draft is scheduled for release in April or early May at which point hearings would be scheduled at the Planning Commission and the Board of Supervisors. It was suggested that the Urban Forestry Council schedule a meeting to endorse the final draft of the plan at its May meeting. Member Swae discussed elements of Phases 2 and 3 of the Plan noting that funding would be required for Phase 2 and work is in process for Phase 3.

Public Comment:

Mr. Frank Mason inquired about the number of comments that were provided by the due date and how many additional comments were made in the ensuing week. He reported on his

concern that there is not an adequate financing element included in the Plan and the magnitude of financing that would be required for its implementation. Mr. Mason reported on his concern that the finance document states that the City would be absolved of costs from sewage pipe breakage from tree roots, and that home owners would be responsible for repair. He stated that there are disconnects in the Plan that should be addressed such as responsibility for maintenance of privately-planted street trees. Member Swae reported that the majority of comments received were by the due date and four or five comments were received by the extension date.

Ms. Robin Sherrer commended Phase 1 of the Plan that she believes to be well considered and encompasses many aspects. She reported on her concern that many San Franciscans use the areas referenced in the Plan, but are not able to attend meetings and provide input into decisions being made because of their work schedules. Ms. Sherrer expressed her concern that the Plan is natural areas centric and should not be included in the Plan. She provided recommendations for revisions and inclusions.

8. **Urban Forestry Council Review and Approval of Draft Resolution 2014-05-UFC Supporting/Endorsing the Green Connections Plan.** (Explanatory Document: Approved Resolution 005-14-UFC) Sponsor/Speaker: Member Jon Swae (Discussion and Action)

Member Swae reported that The Planning Department presented to the Council at its February meeting on the Green Connections Plan. He stated that the Green Connections Plan is to create a network of green streets throughout San Francisco to connect people, pedestrians, bicycle and transit between parks and open spaces in the City and would support habitat supportive streetscape planting, community planting activities, and trees and understory. The Plan would be implemented in the next twenty years with a variety of capital projects carried out by the City or communities. A website called SFPlantfinder would include a list of plants that neighborhoods and residents can plant in the community and the Recommended Street Tree List.

Public Comment:

Mr. Frank Mason inquired about implementation costs for the planned Green Connections projects in the next twenty years and methods for acquiring funding. He asked that there be full transparency of costs and that it be included in the Plan. Mr. Mason discussed the increase in transportation project costs and decrease in available government funding for implementation of projects. He spoke of his concern that property owners would assume responsibility for project costs.

Ms. Robin Sherrer commended the Green Connections Project. She suggested that the Council remove the reference to the Recreation and Open Space Element (ROSE) in the Resolution because it has not yet been finalized. She stated that there are many policies in the ROSE that the Council may not support and that may not be urban-forest friendly.

Upon Motion by Chair Flanagan, second by Member Hillan, Resolution 005-14-UFC was approved with an amendment to add the cost to the building demonstration-level projects over the next twenty years. Member Swae would provide the cost figure. (AYES: Members Flanagan, Hillan, Hillson, Kida, Most, Short, Swae, and Sullivan; Absent: Members Leffingwell and Sherwin.)

9. **Committee Reports:** (Informational Reports and Discussion)

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Landmark Tree Ad Hoc Committee Report. Chair's Report. Member Hillson reported on current Committee membership. She reported that Supervisor Weiner introduced a nomination for a landmark tree at 3066 Market Street, Block 2656, Lot 020. A Landmark Tree Committee meeting may be scheduled on May 1 after the Board votes on approval of the tree at its April 2 meeting. Committee member site visits to evaluate the tree were held.

10. **Staff Report.** (Informational Report and Discussion) Council Coordinator Hui asked Council Members for their ideas on how to celebrate Earth Day on April 19 that would be discussed at the April 1 Planning and Policy Committee meeting.

11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Chairperson Flanagan announced that he would like to schedule a review of the Council's Strategic Plan and prepare an agenda for the next six meetings at the April 1, 2014 Planning and Policy Committee meeting.

12. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Hillson reported that she is working with Chester Fung of the San Francisco County Transportation Authority on the Mayor George Christopher Tree. Member Short reported on the success of the Arbor Day event and planting of the tree in commemoration of Nelson Mandela.

13. **New Business/Future Agenda Items.** (Information and Discussion)

Public Comment: Mr. Charles Cunningham distributed an information sheet regarding a eucalyptus tree located on the hill at the intersection of Oakhurst Lane and Oak Park Drive on the west side of Mt. Sutro, which he believes to be a hazardous tree. He asked for Council involvement. Department of Public Works representative Short reported that an investigation would be made. (Explanatory Document: Informational Sheet)

14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Mr. Frank Mason reported on an open tree well at the corner of 14th and Church at Market in the walkway that he believes poses a hazard to the public and especially for seniors and the disabled. Member Short reported that concerns could also be relayed to the City's 311 call center that would route work orders to the appropriate City agency.

15. Adjournment. The Urban Forestry Council meeting adjourned at 9:44 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, May 23, 2014 at 8:30 a.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

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CITY AND COUNTY OF SAN FRANCISCO
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APPROVED MINUTES
Friday, March 28, 2014, 8:30 a.m.

***City Hall, Room 416**
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

***NOTE: The Urban Forestry Council meeting was held in City Hall, Room 416 instead of the regularly scheduled meeting location of City Hall, Room 400.**

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council Meeting convened at 8:42 a.m. Present: Council Members Flanagan, Hillan, Hillson, Kida, Most, Short, Sullivan, Swae and Wayne; Excused: Members Barrow, Leffingwell and Sherwin. Member Short served as Acting Vice Chair. Member Wayne attended the meeting as a representative of the Recreation and Park Department.

2. **Adoption of Minutes of the February 25, 2014 Urban Forestry Council Meeting.** (Explanatory Document: February 25, 2014 Draft Minutes) (Discussion and Action) Upon Motion by Member Sullivan, second by Member Most, the February 25, 2014 Meeting Minutes were approved with an amendment to state that Lisa Wayne attended the meeting as a representative of the Recreation and Park Department (AYES: Members Flanagan, Hillan, Hillson, Kida, Most, Short, Swae, and Sullivan; Absent: Members Leffingwell and Sherwin).

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   Ms. Robin Sherrer reported on her concerns with the Recreation and Open Space Element (ROSE) and references made to tree removal and replacement, native and non-native species, land use, and plans for Mt. Sutro. She asked that the Council consider a Resolution stating that the ROSE should continue to be considered but that it is not yet ready for approval.

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Council Coordinator Hui read the Resolution into the record. Members Short and Flanagan commended Member Costello on his contribution to the Urban Forestry Council and urban forestry. Member Emeritus Costello thanked the Council and commended the composition of the Council and its work toward improving the urban forest. Upon Motion by Member Flanagan, second by Member Hillson, Resolution 003-14-UFC was approved (AYES: Members Flanagan, Hillan, Hillson, Kida, Most, Short, Sullivan and Swae; Absent: Members Leffingwell and Sherwin).

5. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Continued from the February 25, 2014 Meeting—Proposed for Continuance to the May 23, 2014 Meeting) (Discussion and Action)

   Public Comment: Mr. Charles Cunningham inquired whether the purpose of the Recommended Street Tree List is to address trees that are being recommended for removal. Chairperson Flanagan reported that the Department of Public Works and other entities work on making annual recommendations for street trees to plant in San Francisco. Mr. Cunningham inquired whether the list would address a street tree that should be removed from a public walkway. Chair Flanagan reported that street tree removal does not apply to the Recommended Street Tree List. Member Short offered to advise Mr. Cunningham on the process.

   This agenda item was continued to the May 23, 2014 Urban Forestry Council meeting.

6. **Nominations and Expression of Interest in Urban Forestry Council Office for Chair and Vice Chair.** (Discussion and Action)

   Member Most, second by Member Short nominated Council Chair Flanagan as Chair. Chair Flanagan, second by Member Hillson nominated Member Short as Vice-Chair.

   Public Comment: Ms. Robin Sherrer commended Members Short and Flanagan for doing a good job. She suggested that the Council consider adding a San Francisco Forest Alliance representative so as to have a more balanced view.

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15. Adjournment. The Urban Forestry Council meeting adjourned at 9:44 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, May 23, 2014 at 8:30 a.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Approved: May 23, 2014

SF Environment

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DAVID ASSMANN
Acting Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

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Notice of Regular Meeting and Agenda
Friday, May 23, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Interim Vice Chair), (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the March 28, 2014 Urban Forestry Council Meeting.** (Explanatory Document: March 28, 2014 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Hearing on Nomination for Landmark Tree Status.** The Council will hold a hearing to determine whether the tree nominated at the following location meets the criteria for designation as a landmark tree and may adopt a Resolution making a recommendation to the Board of Supervisors. (Discussion and Action)

   Giant Sequoia (*Sequoiadendron giganteum*), located at 3066 Market Street, Assessor's Block 2656, Lot 020, San Francisco, CA. (Explanatory Documents: Nomination Form, Landmark Tree Committee Chair Written Summary, Committee and Staff Evaluation Forms, Tree Images, Arborist Report, Board of Supervisors Resolution, Urban Forestry Council Draft Resolution, Public Comment including Petition, Arborist Report, Tree History, Correspondence)

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5. **Urban Forestry Council Endorsement of Urban Forest Master Plan.** (Explanatory Documents: Summary of Key Changes Memo to Urban Forestry Council and Final Urban Forest Plan Phase 1 Street Trees http:///urbanforest/sfplanning.org. Sponsor and Speaker: Member Swae (Discussion and Action)
6. **Election of Urban Forestry Council Chair and Vice Chair.** (Discussion and Action)
7. **Review and Approval of Urban Forestry Council Letterhead.** (Explanatory Document: Draft Letterhead) (Discussion and Action)
8. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Explanatory Documents: Draft Resolution and 2014 Recommended Street Tree List) (Continued from the March 28, 2014 Meeting) (Discussion and Action)
9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.
10. **Staff Report.** (Informational Report and Discussion)
11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
12. **Urban Forestry Council Member Announcements**. (Information and Discussion)
13. **New Business/Future Agenda Items.** (Information and Discussion)
14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
15. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 24, 2014 at 6:00 p.m., City Hall, Room 416, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

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AMENDED Notice of Regular Meeting and Agenda
Friday, May 23, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Interim Vice Chair), (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Mike Barrow (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the March 28, 2014 Urban Forestry Council Meeting.** (Explanatory Document: March 28, 2014 Draft Minutes) (Discussion and Action)
3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Hearing on Nomination for Landmark Tree Status.** The Council will hold a hearing to determine whether the tree nominated at the following location meets the criteria for designation as a landmark tree and may adopt a Resolution making a recommendation to the Board of Supervisors. (Discussion and Action)

   Giant Sequoia (*Sequoiadendron giganteum*), located at 3066 Market Street, Assessor's Block 2656, Lot 020, San Francisco, CA. (Explanatory Documents: Nomination Form, Landmark Tree Committee Chair Written Summary, Committee and Staff Evaluation Forms, Tree Images, Arborist Report, Board of Supervisors Resolution, Urban Forestry Council Draft Resolution, Public Comment including Petition, Arborist Report, Tree History, Correspondence)

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

5. **Urban Forestry Council Endorsement of Urban Forest Master Plan.** (Explanatory Documents: Summary of Key Changes Memo to Urban Forestry Council and Final Urban Forest Plan Phase 1 Street Trees http:///urbanforest/sfplanning.org. Sponsor and Speaker: Member Swae (Discussion and Action)
6. **Presidio Graduate School's City of San Francisco Urban Wood Re-Use Study Findings.** The Council will hear a presentation on a study performed by Presidio Graduate School students on urban wood reuse. Sponsor: Member Swae (Informational Presentation and Discussion)
7. **Election of Urban Forestry Council Chair and Vice Chair.** (Discussion and Action)
8. **Review and Approval of Urban Forestry Council Letterhead.** (Explanatory Document: Draft Letterhead) (Discussion and Action)
9. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Explanatory Documents: Draft Resolution and 2014 Recommended Street Tree List) (Continued from the March 28, 2014 Meeting) (Discussion and Action)
10. **Committee Reports:** (Informational Reports and Discussion)
    Planning & Policy Committee. Chair's Report.
    Funding Committee. Chair's Report
    Landmark Tree Ad Hoc Committee. Chair's Report.
11. **Staff Report.** (Informational Report and Discussion)
12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
13. **Urban Forestry Council Member Announcements.** (Information and Discussion)
14. **New Business/Future Agenda Items.** (Information and Discussion)
15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
16. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 24, 2014 at 6:00 p.m., City Hall, Room 416, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or

alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

SF Environment

Our home. Our city. Our planet.

EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

DRAFT MINUTES
Friday, May 23, 2014, 8:30 a.m.

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Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting was called to order at 8:40 a.m. Present: Council Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sullivan, Barrow, Ginsburg (8:50 a.m.); Excused: Members Most, and Sherwin.

2. **Adoption of Minutes of the March 28, 2014 Urban Forestry Council Meeting.** (Explanatory Document: March 28, 2014 Draft Minutes) (Discussion and Action) Upon Motion by Member Hillson, second by Member Flanagan, the March 28, 2014 Meeting Minutes were approved without objection (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, and Sullivan; Absent: Members Most and Sherwin).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Mr. Igor Lacan, introduced himself as the new Urban Forest Advisor for UC Cooperative Extension and offered to provide technical services and answer any questions that the Council may have.

4. **Hearing on Nomination for Landmark Tree Status.** The Council will hold a hearing to determine whether the tree nominated at the following location meets the criteria for designation as a landmark tree and may adopt a Resolution making a recommendation to the Board of Supervisors. (Discussion and Action)

   Giant Sequoia (*Sequoiadendron giganteum*), located at 3066 Market Street, Assessor's Block 2656, Lot 020, San Francisco, CA. (Explanatory Documents: Nomination Form, Landmark Tree Committee Chair Written Summary, Committee and Staff Evaluation Forms, Tree Images, Arborist Report, Board of Supervisors Resolution, Urban Forestry Council Draft Resolution, Public Comment including Petition, Arborist Report, Tree History, Correspondence)

Landmark Tree Committee Chair Hillson read into the record the Landmark Tree Committee's Findings Summary Report from the May 1, 2014 Committee meeting summarizing the Committee's decision-making process for making a recommendation for landmark tree status of the Giant Sequoia at 3066 Market Street. She reported that the Committee had voted 3-2 in favor of forwarding a recommendation approving landmark status to the Board of Supervisors. Committee Members voting in favor and those opposed to landmark designation discussed evaluation criteria considered in making their decision. Council members held a discussion.

Public Comment:

Mr. Gary Weiss, President, Corbett Heights Neighbors, speaking in support of landmark tree designation, provided a petition with 96 neighbors in support and an arborist report on the attributes of the tree. He cited the tree's dense canopy, good health, structure, aesthetics, historical significance, rarity, location, and wildlife habitat as reasons for approving landmark designation.

Mr. Alan Beach-Nelson, Castro Eureka Valley Neighborhood Association, representing 500 neighbors and business owners, spoke in support of landmark designation citing the tree's rarity, cultural significance, neighborhood significance, environmental impact, health, and visibility.

Ms. Leslie Koelsch, Corbett Heights Neighbors, spoke in support of landmark designation, discussing the tree's historical significance.

Mr. John Koelsch, Corbett Street resident, adjacent property owner, spoke in support of landmark designation, discussing the tree's historical significance, physical and aesthetic attributes, wildlife habitat, rarity, environmental and cultural characteristics, and asset to the property. He stated that landmark designation of this tree would be based on the attributes of the tree and not an abuse of the Landmark Tree Ordinance as a way to save a tree, citing a reference made by a Council Member opposing landmark designation.

Ms. Nancy Wuerfel spoke in support of landmark designation. She stated that she is a member of PROSAC and is familiar with qualities people value in their open spaces. She cited the tree's large size, natural beauty, community support and appreciation as evidenced by the petition and personal testimony of two neighborhood associations, visual significance, and prominence as the criteria for meeting the requirements set forth in the Landmark Tree Ordinance.

Ms. Susan Cox spoke in support of saving the Sequoia tree. She stated that the tree reduces carbon dioxide, intercepts stormwater, and is a thriving healthy magnificent 75 year old tree. Ms. Cox spoke of her concern that green space is being lost with city urbanization.

Mr. Ian Burke spoke in support of landmark designation. He questioned the comparison made by a Council Member with park trees that he believes will always overshadow privately owned trees and would result in rarely qualifying any tree on public property for landmark status. He cited the strong neighborhood support in favor of landmark tree status and spoke of his concern that the tree would be removed by the property owner.

Mr. Mark Ryser spoke in support of landmark designation citing arborist reports indicating that the tree is uncommon, its physical attributes, historical significance, visibility, prominence, cultural significance, neighborhood appreciation, and asset to the neighborhood. He cited the petition

of 96 neighborhood supporters and stated that this tree meets the criteria necessary for landmark tree designation.

Chair Flanagan motioned to approve the Resolution recommending approval of landmark tree designation to the Board of Supervisors, second by Member Hillson (AYES: Members Flanagan, Hillson, Kida and Swae; Noes: Members Short, Hillan, Leffingwell, and Sullivan; Absent: Members Most and Sherwin). The Motion was not approved for recommendation with a 4-4 vote. The Council will be forwarding a "Without Recommendation" for landmark designation decision to the Board of Supervisors.

Item 6 was heard before Item 5.

5. **Urban Forestry Council Endorsement of Urban Forest Master Plan.** (Explanatory Documents: Summary of Key Changes Memo to Urban Forestry Council and Final Urban Forest Plan Phase 1 Street Trees http:///urbanforest/sfplanning.org and Draft and Final Resolutions) Sponsor and Speaker: Member Swae (Discussion and Action)

Member Swae reported that a final Urban Forest Master Plan is now available and reported on key changes to the Final Plan. He discussed work that had been accomplished working with the Urban Forestry Council, Department of Public Works, City agencies, the public, and organizations on finalizing the Plan. Member Swae reported that there had been a public open house and public comment period, and that edits had been made to the Draft Plan based on feedback received. He recommended endorsement of the Plan so it can move forward to the Board of Supervisors and Planning Commission for approval.

Public Comment: Ms. Denise Louie, California Native Plant Society member, shared her experience and knowledge about trees and shrubs in San Francisco. She stated that the only two trees that are native to San Francisco are the Coast Live Oak and California Buckeye that along with other native plants evolved here to withstand the heat of the dry seasons. Ms. Louie suggested that the pampas grass in front of the Conservatory of Flowers be replaced with Toyan. She suggested that the Urban Forest Plan should include and promote the use of more native plants.

Upon Motion by Member Hillan, second by Member Hillson, the Resolution endorsing the Urban Forest Plan was approved. (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sullivan, and Swae; Absent: Members Most and Sherwin).

6. **Presidio Graduate School's City of San Francisco Urban Wood Re-Use Study Findings.** The Council will hear a presentation on a study performed by Presidio Graduate School students on urban wood reuse. Sponsor: Member Swae (Explanatory Documents: Presentation and San Francisco Urban Forest Wood Re-Use Study) (Informational Presentation and Discussion)

Member Swae reported that Presidio Graduate School students have been working with the Planning, Public Works, and Recreation and Park Departments on a recommendation made in the Urban Forest Plan to develop findings on how to manage trees throughout their life cycle. Presidio Graduate students Jonathan Dirrenberger, Cheryl Dorsey, Ryan Miller and Sonia O'Claire presented a "San Francisco Urban Forest Wood Re-Use Study" prepared for the San Francisco Planning Department. A presentation was given introducing the Presidio team, reporting on project scope, methodology, case studies, current state of re-use, stakeholders, urban tree end of life wood products and value, process for urban tree wood re-use, gross and net system

greenhouse gas emissions, best options, demand and financial value, recommendations, and barriers to implementation. Council Members Ginsburg and Short provided input and held a discussion.

7. **Election of Urban Forestry Council Chair and Vice Chair.** (Discussion and Action)

   Upon Motion by Member Leffingwell, second by Member Hillson Member Flanagan was elected as Chair and Member Short was elected as Vice Chair (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sullivan and Swae; Absent: Members Most and Sherwin).

8. **Review and Approval of Urban Forestry Council Letterhead.** (Explanatory Document: Draft Letterhead) (Discussion and Action)

   Council Members held a discussion about including Council seats and professional expertise on the letterhead.

   Public Comment: Ms. Nancy Wuerfel stated that the title of the Recreation and Park Department should be singular for "Park" instead of "Parks" as outlined in the City Charter and Commission Bylaws. Member Ginsburg reported that the use of either the singular or plural version is correct. Ms. Wuerfel stated that the body of the letterhead should be blank and not in memo format so as not to preclude other types of correspondence. She suggested that black and white ink be used instead of color in order to conserve printer ink.

   Upon Motion by Member Short, second by Member Leffingwell, the Urban Forestry Council letterhead was approved with amendments to add seat positions and member's professional expertise as room allows on the letterhead. (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sullivan, and Swae; Absent: Members Most and Sherwin).

9. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Explanatory Documents: Draft Resolution and 2014 Recommended Street Tree Lists) (Continued from the March 28, 2014 Meeting) (Discussion and Action)

   Council Coordinator Hui presented two versions of the Recommended Street Tree List, a simple version and a version with descriptions. Upon Motion by Chair Flanagan, second by Member Kida, the Resolution adopting the 2014 Recommended Street Tree Lists was approved with amendments to the Resolution and Street Tree Lists (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sullivan, and Swae; Absent: Members Most and Sherwin).

Member Swae left the meeting at 10:20 A.M.

10. **Committee Reports:** (Informational Reports and Discussion)

    Planning & Policy Committee. Chair's Report. Planning Committee Chair Sullivan reported that the Committee has been working on presentations to the Council on Best Management Practices to educate the Council on urban forestry issues facing the City and ongoing significant City projects that have an impact on the urban forest. Council Members were asked to provide information on projects they would be interested in discussing at future meetings.

    Funding Committee. Chair's Report. Council Coordinator Mei Ling Hui reported that the Funding Committee is interested in sending a Council representative to upcoming Board of

Supervisors budget meetings to advocate for forestry funding and to City departments that provide funding for the Urban Forestry Council.

Landmark Tree Ad Hoc Committee. Chair's Report. Committee Chair Hillson reported that the Committee has been discussing landmark tree markers and penalties for violations. Coordinator Hui reported that two new landmark tree nominations had been received.

11. **Staff Report.** (Informational Report and Discussion) There was no staff report issued at this time.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Council Members were asked to report back on their ability to attend a special Friday July 25, 2014 Council meeting in place of the August meeting.

13. **Urban Forestry Council Member Announcements**. (Information and Discussion) Member Barrow announced his retirement from the City and County of San Francisco and membership from the Council, and that this would be his last Council meeting.

14. **New Business/Future Agenda Items.** (Information and Discussion) There was no new business or future agenda items discussed at this time.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

    Mr. Frank Mason reported that there had been two large trees planted at 1748 and 1740 Church Street, and that the tree at 1748 Church Street had been removed because it was too close to the intersection and should not have been planted there. He spoke of his frustration with the cost involved in removing the curb ramp and replacing the concrete. Mr. Mason spoke of his concern that the remaining tree at 1740 Church is leaning over the overhead wires for the J Church Muni line and may fall into the overhead wires, similar to what happened at Cesar Chavez and Church Streets that had disrupted service. Mr. Mason suggested that the Urban Forest Plan should include projected costs that the Plan would incur over the next twenty years.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:33 a.m.

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Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
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SF Environment

Our home. Our city. Our planet.

EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
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   Council Members held a discussion about including Council seats and professional expertise on the letterhead.

   Public Comment: Ms. Nancy Wuerfel stated that the title of the Recreation and Park Department should be singular for "Park" instead of "Parks" as outlined in the City Charter and Commission Bylaws. Member Ginsburg reported that the use of either the singular or plural version is correct. Ms. Wuerfel stated that the body of the letterhead should be blank and not in memo format so as not to preclude other types of correspondence. She suggested that black and white ink be used instead of color in order to conserve printer ink.

   Upon Motion by Member Short, second by Member Leffingwell, the Urban Forestry Council letterhead was approved with amendments to add seat positions and member's professional expertise as room allows on the letterhead. (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sullivan, and Swae; Absent: Members Most and Sherwin).

9. **Review and Approval of the 2014 Recommended Street Tree List and Draft Resolution 2014-04-UFC Approving the List.** (Explanatory Documents: Draft Resolution and 2014 Recommended Street Tree Lists) (Continued from the March 28, 2014 Meeting) (Discussion and Action)

   Council Coordinator Hui presented two versions of the Recommended Street Tree List, a simple version and a version with descriptions. Upon Motion by Chair Flanagan, second by Member Kida, the Resolution adopting the 2014 Recommended Street Tree Lists was approved with amendments to the Resolution and Street Tree Lists (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sullivan, and Swae; Absent: Members Most and Sherwin).

Member Swae left the meeting at 10:20 A.M.

10. **Committee Reports:** (Informational Reports and Discussion)

    Planning & Policy Committee. Chair's Report. Planning Committee Chair Sullivan reported that the Committee has been working on presentations to the Council on Best Management Practices to educate the Council on urban forestry issues facing the City and ongoing significant City projects that have an impact on the urban forest. Council Members were asked to provide information on projects they would be interested in discussing at future meetings.

    Funding Committee. Chair's Report. Council Coordinator Mei Ling Hui reported that the Funding Committee is interested in sending a Council representative to upcoming Board of

Supervisors budget meetings to advocate for forestry funding and to City departments that provide funding for the Urban Forestry Council.

Landmark Tree Ad Hoc Committee. Chair's Report. Committee Chair Hillson reported that the Committee has been discussing landmark tree markers and penalties for violations. Coordinator Hui reported that two new landmark tree nominations had been received.

11. **Staff Report.** (Informational Report and Discussion) There was no staff report issued at this time.

12. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) Council Members were asked to report back on their ability to attend a special Friday July 25, 2014 Council meeting in place of the August meeting.

13. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member Barrow announced his retirement from the City and County of San Francisco and membership from the Council, and that this would be his last Council meeting.

14. **New Business/Future Agenda Items.** (Information and Discussion) There was no new business or future agenda items discussed at this time.

15. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

    Mr. Frank Mason reported that there had been two large trees planted at 1748 and 1740 Church Street, and that the tree at 1748 Church Street had been removed because it was too close to the intersection and should not have been planted there. He spoke of his frustration with the cost involved in removing the curb ramp and replacing the concrete. Mr. Mason spoke of his concern that the remaining tree at 1740 Church is leaning over the overhead wires for the J Church Muni line and may fall into the overhead wires, similar to what happened at Cesar Chavez and Church Streets that had disrupted service. Mr. Mason suggested that the Urban Forest Plan should include projected costs that the Plan would incur over the next twenty years.

16. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:33 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 24, 2014 at 6:00 p.m., Room 416, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

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Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE

NOTICE OF CANCELLED MEETING
TUESDAY, JUNE 10, 2014, 4:00 p.m.

City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

SF
B10
#1
6/10/14
cancelled

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

The Tuesday, June 10, 2014, 4:00 p.m. Regular Meeting of the Urban Forestry Council Funding Committee Meeting has been cancelled. The next meeting of the Funding Committee is scheduled for Tuesday, July 8, 2014 at 4:00 p.m., Room 421, City Hall, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas

Posted: June 4, 2014

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Notice of Regular Meeting and Agenda
Tuesday, June 24, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: (Vacant) (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the March 28, 2014 Urban Forestry Council Meeting.** (Explanatory Document: March 28, 2014 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. Speakers: Rupa Bose, Save Sutro; Craig Dawson, Sutro Stewards; Joe McBride, UC Berkeley; Peter Ehrlich, Presidio Trust; Noreen Weeden and Roy Leggitt, Golden Gate Audubon Society; Igor Lacan, UC Cooperative Extension (Informational Presentations and Discussion)
5. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.
6. **Staff Report.** (Informational Report and Discussion)
7. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)

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8. **Urban Forestry Council Member Announcements.** (Information and Discussion)
9. **New Business/Future Agenda Items.** (Information and Discussion)
10. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
11. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, July 25, 2014 at 8:30 a.m., City Hall, Room 400, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: June 19, 2014

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Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

DRAFT MINUTES
Tuesday, June 24, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

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Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 6:05 p.m. Present: Council Members Flanagan, Hillson, Kamal-Nathan (Recreation and Park Department), Kida, Leffingwell, Most, and Swae; Excused: Members Hillan, Short, Sherwin, and Sullivan.

2. **Adoption of Minutes of the March 28, 2014 Urban Forestry Council Meeting.** (Explanatory Document: March 28, 2014 Draft Minutes) (Discussion and Action) This agenda item was incorrectly published as adoption of Minutes of the March 28, 2014 meeting instead of the May 25, 2014 meeting minutes. The adoption of the May 25, 2014 Draft Minutes will be considered at the July 25, 2014 Urban Forestry Council meeting.

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. (Explanatory Documents: Presentations) Speakers: Rupa Bose, Save Sutro; Craig Dawson, Sutro Stewards; Joe McBride, UC Berkeley; Peter Ehrlich, Presidio Trust; Lou Stringer, Presidio Trust; Noreen Weeden and Roy Leggitt, Golden Gate Audubon Society; Igor Lacan, UC Cooperative Extension (Informational Presentations and Discussion)

   Chair Flanagan announced that Mr. Joe McBride and Mr. Igor Lacan's presentations would be heard at the July 25 Council meeting. He reported that this agenda topic is the first of two meetings to inform the Urban Forestry Council on Best Management Practices facing the urban forest and to assist in the Council's major goal to become more relevant to the City, the Board of Supervisors, and Mayor on issues facing San Francisco's urban forest. The Council will then identify Best Management Practices to consider adopting in the fall.

Ms. Rupa Bose, Save Sutro, discussed Mt. Sutro's cloud forest, its location in San Francisco, aesthethics, neighborhood appreciation, ecosystem services provided, and ownership of Mt. Sutro by UCSF and San Francisco Recreation and Park Department. She discussed UCSF's 2013 Draft Environment Impact Reports and the Revised Plan to fell 4000 of the 45000 trees in the forest due to what they consider to be potential safety and fire hazards and what Save Sutro and other community members are opposed to in the Plan.

Mr. Craig Dawson, Sutro Stewards, reported that he has worked on management plans for the Mt. Sutro Forest and discussed community outreach on the development of the 2001 Management Plan by EDAW. He reported that UCSF in 2013 responded to the EDAW Plan by publishing an Environmental Impact Report. Mr. Dawson presented pictures of unhealthy tree canopies in portions of Sutro Forest taken in 2014 and discussed the importance of training in distinguishing between healthy and unhealthy trees. He Dawson discussed the many issues facing the forest such as drought, pests disease, and fungus and presented trees leaves eaten by pests. He recommended that Sutro Forest be thinned and diversified.

Mr. Peter Ehrlich, Presidio of San Francisco, discussed the significance of Golden Gate Park and the Presidio in San Francisco's history and habitat that the park and forest provide for City wildlife. He presented on the bird population and herp life that can be found in the Presidio, Presidio territories, Presidio Vegetation and Risk Management Plans, and the reforestation program. A discussion was held on Presidio nesting sites and phenology, reproduction, branching and fledgling, raptor rescue, and the good health of the eucalyptus forest as opposed to the declining pine forest in the Presidio. Mr. Ehrlich reported that there is a phased approach over the next 65 years to replace the forest and discussed plans to add a Wildlife Plan.

Mr. Lou Stringer, Presidio of San Francisco Supervisory Restoration Ecologist, reported on Presidio forest understory pilot projects and invasive species control in those areas. Topics of discussion included the Presidio today; urban forest benefits, management of aging forests for health, structure, and longevity; concerns regarding local and migratory wildlife; and understory management. Mr. Stringer reported on Presidio's Vegetation Management Plan goals and recommendations and Environmental Assessment. A discussion was held on the Presidio initiative to control English Ivy citing methods, costs, and ways to reduce costs. Plans are to plant for diversification and to work out best management practices.

Ms. Noreen Weeden, Golden Gate Audubon, reported on Golden Gate Audubon's goal to protect the native bird population and their habitat. She discussed San Francisco's 400 bird species, some of which have adapted to urban life and others that migrate through the city. She reported that there are over 103 nesting species that can be found in San Francisco discussing when birds nest and breeding bird surveys. Ms. Weeden discussed how birds depend on healthy trees and other wildlife or insects that live within the trees for survival. A discussion was held on bird protection laws that were created due to a decline in many bird species and resources for law enforcement.

Mr. Roy Leggitt, arborist, Golden Gate Audubon member, reported on state laws that require that birds be protected when they are pruned. He discussed how trees should be maintained to protect habitat and steps to take when birds are disturbed or harmed.

Public Comment:

Ms. Mary McAllister questioned how much moisture there is in the soil on Mt. Sutro. She discussed the survey of ant populations in twenty-four of the natural areas in San Francisco including the Interior Greenbelt that found that there was more moisture in the soil in the Interior Greenbelt than in any other natural areas that were studied. She spoke in support of UCSF's commitment to reducing herbicide use in their Review Plan. Ms. McAllister reported that a survey administered by the California Invasive Plant Council on methods that plant managers use to control invasive plants on their properties showed that ninety-four percent use herbicides, ten percent said they use them always, and sixty-two percent use them frequently. She stated that many non-native trees that are being destroyed are able to re-sprout unless they are poisoned repeatedly with herbicides, citing UC Berkeley's use of herbicides for this purpose. She suggested that an expert be asked to discuss herbicides and their toxicity.

Ms. Carolyn Johnston questioned the validity of comments made by UCSF and other land managers that say that trees should be cut down because they are hazards. She reported on a request that UCSF had made to the Fire Department for a letter indicating that trees should be cut down without an inspection being made. Ms. Johnston reported that PG&E is doing tree cutting in Stern Grove during nesting season, stating that land managers need to be told not to do tree cutting during nesting season unless there is an emergency. She asked that existing trees not be removed for the purpose of creating a native plant gardenm and that these gardens should be put in places where there are no trees.

5. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.

   Planning and Policy and Funding Committee June meetings were cancelled. Landmark Tree Committee Chair Hillson reported that there are two landmark tree nominations scheduled for the July 9, 2014 Landmark Tree Committee meeting for trees located at 38 Newman Street.

6. **Staff Report.** (Informational Report and Discussion) Council Coordinator Mei Ling Hui reported that she would be out of the office for the next two weeks.

7. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) No Chair's announcements were made at this time.

8. **Urban Forestry Council Member Announcements**. (Information and Discussion)

   Member Kida reported that he works for PG&E, and that PG&E performs bird nesting surveys and has a Migratory Bird Procedure that instructs workers not to work on trees that have an active nest. He will follow up with staff that manage that area in Stern Grove and will report back.

9. **New Business/Future Agenda Items.** (Information and Discussion)

   Council Coordinator Hui reported that the Deputy City Attorney is working on Urban Forestry Council recommended amendments to membership, and that legislation may be sponsored by Supervisor Weiner.

10. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

11. **Adjournment.** The Urban Forestry Council meeting adjourned at 7:58 p.m.

The next meeting of the Urban Forestry Council will be rescheduled from Tuesday, August 26, 2014, 6:00 p.m. to Friday, July 25, 2014 at 8:30 a.m., Room 400, San Francisco City Hall.

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Respectfully submitted by Monica Fish, Commission Secretary

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

APPROVED MINUTES
Tuesday, June 24, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

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Order of Business

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Ms. Rupa Bose, Save Sutro, discussed Mt. Sutro's cloud forest, its location in San Francisco, aesthethics, neighborhood appreciation, ecosystem services provided, and ownership of Mt. Sutro by UCSF and San Francisco Recreation and Park Department. She discussed UCSF's 2013 Draft Environment Impact Reports and the Revised Plan to fell 4000 of the 45000 trees in the forest due to what they consider to be potential safety and fire hazards and what Save Sutro and other community members are opposed to in the Plan. She referred to an article by the Sutro Stewards that alleged that the forest was dying. She presented a picture of a healthy forest canopy taken just a few days earlier and said it was representative of most of Sutro Forest. She also said that experts who had looked at the Stewards' article did not consider it as indicating any serious problem in the forest.

Mr. Craig Dawson, Sutro Stewards, reported that he has worked on management plans for the Mt. Sutro Forest and discussed community outreach on the development of the 2001 Management Plan by EDAW. He reported that UCSF in 2013 responded to the EDAW Plan by publishing an Environmental Impact Report. Mr. Dawson presented pictures of unhealthy tree canopies in portions of Sutro Forest taken in 2014 and discussed the importance of training in distinguishing between healthy and unhealthy trees. He Dawson discussed the many issues facing the forest such as drought, pests disease, and fungus and presented trees leaves eaten by pests. He recommended that Sutro Forest be thinned and diversified.

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Mr. Roy Leggitt, arborist, Golden Gate Audubon member, reported on state laws that require that birds be protected when they are pruned. He discussed how trees should be maintained to protect habitat and steps to take when birds are disturbed or harmed.

Public Comment:

Ms. Mary McAllister questioned how much moisture there is in the soil on Mt. Sutro. She discussed the survey of ant populations in twenty-four of the natural areas in San Francisco including the Interior Greenbelt that found that there was more moisture in the soil in the Interior Greenbelt than in any other natural areas that were studied. She spoke in support of UCSF's commitment to reducing herbicide use in their Review Plan. Ms. McAllister reported that a survey administered by the California Invasive Plant Council on methods that plant managers use to control invasive plants on their properties showed that ninety-four percent use herbicides, ten percent said they use them always, and sixty-two percent use them frequently. She stated that many non-native trees that are being destroyed are able to re-sprout unless they are poisoned repeatedly with herbicides, citing UC Berkeley's use of herbicides for this purpose. She suggested that an expert be asked to discuss herbicides and their toxicity.

Ms. Carolyn Johnston questioned the validity of comments made by UCSF and other land managers that say that trees should be cut down because they are hazards. She reported on a request that UCSF had made to the Fire Department requesting a letter indicating that trees should be cut down without an inspection being made. Ms. Johnston reported that PG&E is doing tree cutting in Stern Grove during nesting season, stating that land managers need to be told not to do tree cutting during nesting season unless there is an emergency. She asked that existing trees not be removed for the purpose of creating a native plant garden and that these gardens should be put in places where there are no trees. Ms. Johnston referred to Mr. Lou Stringer's statement that it cost $22,000 per acre to remove non-native plants at the Mountain Lake site, even after the goats (which were provided at no cost), had removed a great deal of vegetation.

5. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.

   Planning and Policy and Funding Committee June meetings were cancelled. Landmark Tree Committee Chair Hillson reported that there are two landmark tree nominations scheduled for the July 9, 2014 Landmark Tree Committee meeting for trees located at 38 Newman Street.

6. **Staff Report.** (Informational Report and Discussion) Council Coordinator Mei Ling Hui reported that she would be out of the office for the next two weeks.

7. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) No Chair's announcements were made at this time.

8. **Urban Forestry Council Member Announcements.** (Information and Discussion)

   Member Kida reported that he works for PG&E, and that PG&E performs bird nesting surveys and has a Migratory Bird Procedure that instructs workers not to work on trees that have an active nest. He will follow up with staff that manage that area in Stern Grove and will report back.

9. **New Business/Future Agenda Items.** (Information and Discussion)

Council Coordinator Hui reported that the Deputy City Attorney is working on Urban Forestry Council recommended amendments to membership, and that legislation may be sponsored by Supervisor Weiner.

10. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

11. **Adjournment.** The Urban Forestry Council meeting adjourned at 7:58 p.m.

The next meeting of the Urban Forestry Council will be rescheduled from Tuesday, August 26, 2014, 6:00 p.m. to Friday, July 25, 2014 at 8:30 a.m., Room 400, San Francisco City Hall.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Commission Secretary

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
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Notice of Regular Meeting and Agenda
Friday, July 25, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: (Vacant) (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.
Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the May 23 and June 24, 2014 Urban Forestry Council Meetings.** (Explanatory Document: June 24, 2014 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Review and Approval of Urban Forestry Council Draft Resolution 2014-08-UFC Commending Member Mike Barrow for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)
5. **Hearing on Nomination for Landmark Tree Status.** The Council will hold a hearing to determine whether the trees nominated at the following location meets the criteria for designation as landmark trees and may adopt a Resolution making a recommendation to the Board of Supervisors. (Discussion and Action)
   - **Leyland's Cypress (#1 & #2) *(Cupressocyparis leylandii* aka *Cuprocyparis x leylandii),* located at 38 Newman Street, Assessor's Block 5715, Lot 014, San Francisco, CA.** (Explanatory Documents: Nomination Form, Committee and Staff Evaluation Forms, Written Summary, Tree Images, Arborist Report)

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6. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. Informational Presentations and Discussion)
7. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.
8. **Staff Report.** (Informational Report and Discussion)
9. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
10. **Urban Forestry Council Member Announcements**. (Information and Discussion)
11. **New Business/Future Agenda Items.** (Information and Discussion)
12. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
13. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, September 26, 2014 at 8:30 a.m., City Hall, Room 400, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

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Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

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Urban Forestry Council
San Francisco Department of the Environment
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SPECIAL MEETING MINUTES NO QUORUM

Friday, July 25, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Vice-Chair, Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, William Most, Sandy Sherwin, Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Vacant (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

The Friday, July 25, 2014, 8:30 a.m. Special Meeting of the Urban Forestry Council was cancelled due to a lack of quorum at the meeting. No action items were heard at this meeting. Public Comment was heard, presentations given, and discussions held on Items 6 and 8.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 26, 2014 at 6:00 p.m., Room 416, San Francisco City Hall.

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Mayor

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Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
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NOTICE OF CANCELLED MEETING
TUESDAY, AUGUST 26, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

CF
9/8
E1
8/26/14
cancelled

The Tuesday, August 26, 2014, 6:00 p.m. Regular Meeting of the Urban Forestry Council has been cancelled. The next meeting of the Urban Forestry Council is scheduled for Friday, September 26, 2014 at 8:30 a.m., Room 400, City Hall, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas

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SF
U10
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9/26/14

Notice of Regular Meeting and Agenda
Friday, September 26, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

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Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, Sandy Sherwin, Andrew Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Yolanda Manzone, (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the May 23 and June 24, 2014 Urban Forestry Council Meetings.** (Explanatory Document: May 23 and June 24, 2014 Draft Minutes) (Discussion and Action)
3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Review and Approval of Urban Forestry Council Draft Resolution 2014-08-UFC Commending Member Emeritus Mike Barrow for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)
5. **Review and Approval of Urban Forestry Council Draft Resolution 2014-09-UFC Commending Member Emeritus William Most for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)
6. **Note: The nomination for landmark tree status was withdrawn by the applicant; therefore, the following hearing will not be held:**
   Hearing on Nomination for Landmark Tree Status. The Council will hold a hearing to determine whether the trees nominated at the following location meets the criteria for designation as landmark trees and may adopt a Resolution making a recommendation to the Board of Supervisors. (Continued from the July 22, 2014 Meeting) (Discussion and Action)

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- **Leyland's Cypress (#1 & #2) *(Cupressocyparis leylandii* aka *Cuprocyparis x leylandii)*, located at 38 Newman Street, Assessor's Block 5715, Lot 014, San Francisco, CA.** (Explanatory Documents: Nomination Form, Committee and Staff Evaluation Forms, Written Summary, Tree Images, Arborist Report)

7. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. (Informational Presentations and Discussion)
8. **Review and Approval of the Urban Forestry Council 2014 Annual Report.** (Explanatory Document: Draft Report) Speaker: Mei Ling Hui, Council Coordinator (Discussion and Action)
9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.
10. **Staff Report.** (Informational Report and Discussion)
11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
12. **Urban Forestry Council Member Announcements.** (Information and Discussion)
13. **New Business/Future Agenda Items.** (Information and Discussion)
14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
15. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 28, 2014 at 6:00 p.m., City Hall, Room 416, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

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1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

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** **Please note:** This email contains only the agendas for the meetings. For complete information on these meetings, including disability access, Sunshine Ordinance information, lobbyist information, explanatory documents, and other meeting information, please follow the attached link and access the meeting agenda by date of meeting http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas. If you wish to receive complete information for these and other meetings by email, including disability access, explanatory documents, Sunshine Ordinance information, lobbyist information and other meeting information, please respond to this email and put "Complete Notice" in the subject heading.

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DRAFT MINUTES
Friday, September 26, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, Sandy Sherwin, Andrew Sullivan, Michael Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Yolanda Manzone, (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:35 a.m. Present: Council Members Flanagan, Short, Hillan, Hillson, Leffingwell, Sherwin, Sullivan, Swae, Manzone and Ginsburg (8:45 a.m.); Excused: Members Kida and Sullivan. Returning Member Michael Sullivan and new SFPUC Representative Yolanda Manzone were welcomed to the Council.

2. **Adoption of Minutes of the May 23 and June 24, 2014 Urban Forestry Council Meetings.** (Explanatory Document: May 23 and June 24, 2014 Draft Minutes) (Discussion and Action)

   Upon Motion by Council Member Hillson, second by Member Flanagan, the May 23 and June 24, 2014 Meeting Minutes were approved without objection (AYES: Members Flanagan, Short, Hillan, Hillson, Leffingwell, Sherwin, Sullivan, and Swae; Absent: Members Kida and Sullivan).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Ms. Anastasia Glikshtern spoke in opposition to (1) the Natural Areas Program (NAP) use of herbicides and plans to remove 18,448 healthy mature trees in San Francisco; and (2) the change in the Urban Forest Plan's goal from increasing the city tree canopy by 25 percent citywide to 50 percent for street trees only. She stated that she hopes that the Plan has not been influenced by the NAP who believes that native trees should be restored and what they consider to be invasive plants eliminated. Ms. Glikshtern referenced an opinion by Professor of Evolution and Ecology at U.C. Davis Arthur Shapiro on the Significant Natural Resource Areas Management Plan and native and invasive species. She stated that the United States Fish and Wildlife Service announced a new interpretation of the Endangered Species Act as it refers to native landscape and animals.

Ms. Rupa Bose spoke of her concern with the SNRAMP, which calls eucalyptus "invasive." The following comments were provided: "The management plan for our Natural Areas will become the paradigm for management of all San Francisco open spaces under the recently approved Recreation and Open Space Element. It assumes that "invasive" eucalyptus trees should be removed and replaced by native shrubs and grasses. Yet, in fact, even invasion biologists don't agree that eucalyptus globulus should be considered as an invasive. Here's Dr. Marcel Rejmanek's statement in the Encyclopedia of Biological Invasions (Univ. of CA, 2011), edited by prominent invasion biologist Daniel Simberloff and Rejmanek: "they [eucalyptus] have been orders of magnitude less successful as invaders than pines and several other widely planted trees, including many flesh-fruiting trees… Where eucalypts have invaded they have very seldom spread considerable distances from planting sites and their regeneration is frequently sporadic."

Mr. Matt O'Grady, CEO, San Francisco Parks Alliance, stated that he has read the Natural Areas Program and its related Draft Environmental Impact Report and does not recall any reference to eucalyptus trees as an invasive species.

4. **Review and Approval of Urban Forestry Council Draft Resolution 2014-08-UFC Commending Member Emeritus Mike Barrow for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)

   This agenda item was continued to the Call of the Chair.

   Item 5 was heard before Item 4.

5. **Review and Approval of Urban Forestry Council Draft Resolution 2014-09-UFC Commending Member Emeritus William Most for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)

   Urban Forestry Council Coordinator Mei Ling Hui read the Resolution into the record. Upon Motion by Council Member Flanagan, second by Member Leffingwell, Draft Resolution commending Member Emeritus William Most for his service to the Urban Forestry Council was approved without objection (AYES: Members Flanagan, Short, Hillan, Hillson, Leffingwell, Sherwin, Sullivan, and Swae; Absent: Members Kida and Sullivan).

6. **Note: The nomination for landmark tree status was withdrawn by the applicant; therefore, the following hearing will not be held:**
   Hearing on Nomination for Landmark Tree Status. The Council will hold a hearing to determine whether the trees nominated at the following location meets the criteria for designation as landmark trees and may adopt a Resolution making a recommendation to the Board of Supervisors. (Continued from the July 22, 2014 Meeting) (Discussion and Action)

   - **Leyland's Cypress (#1 & #2) *(Cupressocyparis leylandii* aka *Cuprocyparis x leylandii),* located at 38 Newman Street, Assessor's Block 5715, Lot 014, San Francisco, CA.**

(Explanatory Documents: Nomination Form, Committee and Staff Evaluation Forms, Written Summary, Tree Images, Arborist Report)

This agenda item was announced but not heard as the nomination was withdrawn by the applicant.

7. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. (Explanatory Documents: Presentations) (Informational Presentations and Discussion)

Presentations were heard on the mature and historic tree stands Best Management Practices and Council Members held a discussion. Presentation speakers included:

San Francisco Fire Department, Michie Wong on "Earth, Wind and Fog--Urban Forest Defensible Space. 2013 California Fire Code, California Code of Regulations Title 19"

San Francisco Forest Alliance Representative, Dee Seligman on "Recommendations for Urban Forests in Natural Areas."

Cal-IPC: Doug Johnson on "Urban Trees and Invasive Plants"

Hillson Conservation Network, Dan Grassetti, on issues of fire and widespread destruction of trees.

UC Cooperative Extension, Igor Lacan on "Aging and Historic Tree Stands"

UC Berkeley: Professor Emeritus Joe McBride on "Values of Older Forest Stands."

UCSF, Director UCSF Campus Life Services, Maric Mann on "Mount Sutro Open Space Reserve Operations and Maintenance of Forests"

Public Comment:

Ms. Caroline Johnston, San Francisco Forest Alliance, discussed the importance of having clear goals to guide the management of the urban forest and spoke in opposition to what she stated is the Significant Natural Resource Areas Management Plan (SNRAMP) goals for native plant restoration. She stated that native plant restoration is a worthwhile goal but not in urban forests, and suggested that SNRAMP should manage the areas that are not currently forested.

Ms. Denise Louie, Volunteer, Recreation and Park Department Natural Areas Program, discussed terminology and human interpretation of what is a natural setting, a forest and nature. She stated that the Natural Areas Program thinks of a natural area as one that has a lot of native species, native plants, and wildlife that co evolved in the place originally. Ms. Louie stated that the San Francisco Bay Area has a wealth of native species that are at risk of extinction due to human activity. She stated that the eucalyptus does not support biodiversity and is not suitable for drought conditions. Ms. Louie encouraged the City to look at eucalyptus trees that have been stressed by repeated years of drought and request funding to manage the trees.

Ms. Rupa Bose for Save Sutro, stated that she appreciates the work of Maric Munn and her team in keeping the forest accessible and safe. Comments provided included: "This forest gets more maintenance than many others in San Francisco. I commend UCSF for using no herbicides in the forest since 2008, and committing not to use any going forward. I also walk in the forest at all hours, and have never felt unsafe there. That said, I have concerns about the fire safety work

they performed last year, removing understory and small trees. This dried out parts of the forest and increased the fire hazard. Some areas are not so affected and recover and green out. But in the drier parts of the forest, and on steep slopes, it can have the effect of drying out the forest and damaging trees. It would be good in UCSF reconsidered these actions going forward in view of the microclimate of the area."

Ms. Anastasia Glikshtern spoke about what she feels are bad management practices at Mt. Davidson opposing the replacement of the forest with native forest, grasslands, and scrub. She suggested that goals should be reassessed. Ms. Glikshtern spoke in opposition to the Natural Areas Program cutting down a large amount of trees and their use of herbicide to destroy vegetation. She discussed her opposition to plans to cut down 82 percent of trees on Mt. Davidson and the safety and health risks due to the use of herbicides in that location.

8. **Review and Approval of the Urban Forestry Council 2014 Annual Report.** (Explanatory Document: Approved Report) Speaker: Mei Ling Hui, Council Coordinator (Discussion and Action)

The 2014 Urban Forestry Council Annual Report was presented to the Council for review and discussion. Upon Motion by Chair Flanagan, second by Member Hillson, the 2014 Urban Forestry Council Annual Report was approved with amendments (AYES: Members Flanagan, Short, Hillan, Hillson, Leffingwell, Sherwin, Sullivan, and Swae; Absent: Members Kida and Sullivan).

Public Comment:

Ms. Dee Seligman suggested making the data in the Annual Report more intelligible for the average person in San Francisco by creating a chart that indicates last years' increases and decreases of trees planted and removed along with percentages instead of having numbers in two different locations.

9. **Committee Reports:** (Informational Reports and Discussion)
Planning & Policy Committee. Chair's Report. Council Coordinator Hui reported that the Planning and Policy Committee reviewed the Annual Report and discussed plans for the upcoming quarter. The Committee may be hearing a presentation on the Better Market Street Plan at the next meeting.

Funding Committee. Chair's Report. No report was provided since the last meeting was cancelled.

Landmark Tree Ad Hoc Committee. Chair's Report. Committee Chair Rose Hillson reported that the Sequoia giganteum tree was approved for landmark tree status by the Board of Supervisors at their first reading. She reported that there would be a potential meeting in November for a new nomination for a Holly tree and to continue discussion of landmark tree markers.

10. **Staff Report.** (Informational Report and Discussion) Council Coordinator Mei Ling Hui reported on the holdover and application process to renew Council membership as member terms are due to expire on November 18. She reported that Urban Forestry Council Ordinance amendments for member seats and meeting schedule requirements have been introduced at the Board of Supervisors. Information was provided on the California CalFire Community Grant, status of the Sequoia landmark nomination that will be on the Board of Supervisors Consent Calendar Tuesday, September 30, and the U.S. Conference of Mayors in San Francisco in June 2015.

11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion). There were no Chair's announcements made at this time.

12. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member John Leffingwell reported on his work with the Forest Service and potential partnership to update data for the Tree Assessment of Urban Benefits from the street trees in San Francisco. He invited Council Members to attend the next meeting scheduled for October 3.

13. **New Business/Future Agenda Items.** (Information and Discussion) No new business or future agenda items were heard at this time.

14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

    Mr. Peter Brastow, Biodiversity Coordinator, Department of the Environment stated that he would be interested in speaking to the Council about the complement of indigenous biological diversity in San Francisco, eucalyptus trees, and future goals.

15. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:45 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 28, 2014 at 6:30 p.m., City Hall, Room 416, San Francisco, CA 94102.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Commission Secretary

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

SF Environment

Our home. Our city. Our planet.

EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

APPROVED MINUTES
Friday, September 26, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

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Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, Sandy Sherwin, Andrew Sullivan, Michael Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Yolanda Manzone, (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:35 a.m. Present: Council Members Flanagan, Short, Hillan, Hillson, Leffingwell, Sherwin, Sullivan, Swae, Manzone and Ginsburg (8:45 a.m.); Excused: Members Kida and Sullivan. Returning Member Michael Sullivan and new SFPUC Representative Yolanda Manzone were welcomed to the Council.

2. **Adoption of Minutes of the May 23 and June 24, 2014 Urban Forestry Council Meetings.** (Explanatory Document: May 23 and June 24, 2014 Draft Minutes) (Discussion and Action)

   Upon Motion by Council Member Hillson, second by Member Flanagan, the May 23 and June 24, 2014 Meeting Minutes were approved without objection (AYES: Members Flanagan, Short, Hillan, Hillson, Leffingwell, Sherwin, Sullivan, and Swae; Absent: Members Kida and Sullivan).

3. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

   Ms. Anastasia Glikshtern spoke in opposition to (1) the Natural Areas Program (NAP) use of herbicides and plans to remove 18,448 healthy mature trees in San Francisco; and (2) the change in the Urban Forest Plan's goal from increasing the city tree canopy by 25 percent citywide to 50 percent for street trees only. She stated that she hopes that the Plan has not been influenced by

the NAP who believes that native trees should be restored and what they consider to be invasive plants eliminated. Ms. Glikshtern referenced an opinion by Professor of Evolution and Ecology at U.C. Davis Arthur Shapiro on the Significant Natural Resource Areas Management Plan and native and invasive species. She stated that the United States Fish and Wildlife Service announced a new interpretation of the Endangered Species Act as it refers to native landscape and animals.

Ms. Rupa Bose spoke of her concern with the SNRAMP, which calls eucalyptus "invasive." The following comments were provided: "The management plan for our Natural Areas will become the paradigm for management of all San Francisco open spaces under the recently approved Recreation and Open Space Element. It assumes that "invasive" eucalyptus trees should be removed and replaced by native shrubs and grasses. Yet, in fact, even invasion biologists don't agree that eucalyptus globulus should be considered as an invasive. Here's Dr. Marcel Rejmanek's statement in the Encyclopedia of Biological Invasions (Univ. of CA, 2011), edited by prominent invasion biologist Daniel Simberloff and Rejmanek: "they [eucalyptus] have been orders of magnitude less successful as invaders than pines and several other widely planted trees, including many flesh-fruiting trees… Where eucalypts have invaded they have very seldom spread considerable distances from planting sites and their regeneration is frequently sporadic."

Mr. Matt O'Grady, CEO, San Francisco Parks Alliance, stated that he has read the Natural Areas Program and its related Draft Environmental Impact Report and does not recall any reference to eucalyptus trees as an invasive species.

4. **Review and Approval of Urban Forestry Council Draft Resolution 2014-08-UFC Commending Member Emeritus Mike Barrow for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)

This agenda item was continued to the Call of the Chair.

Item 5 was heard before Item 4.

5. **Review and Approval of Urban Forestry Council Draft Resolution 2014-09-UFC Commending Member Emeritus William Most for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)

Urban Forestry Council Coordinator Mei Ling Hui read the Resolution into the record. Upon Motion by Council Member Flanagan, second by Member Leffingwell, Draft Resolution commending Member Emeritus William Most for his service to the Urban Forestry Council was approved without objection (AYES: Members Flanagan, Short, Hillan, Hillson, Leffingwell, Sherwin, Sullivan, and Swae; Absent: Members Kida and Sullivan).

6. **Note: The nomination for landmark tree status was withdrawn by the applicant; therefore, the following hearing will not be held:**
Hearing on Nomination for Landmark Tree Status. The Council will hold a hearing to determine whether the trees nominated at the following location meets the criteria for designation as landmark trees and may adopt a Resolution making a recommendation to the Board of Supervisors. (Continued from the July 22, 2014 Meeting) (Discussion and Action)

   - **Leyland's Cypress (#1 & #2) *(Cupressocyparis leylandii* aka *Cuprocyparis x leylandii),* located at 38 Newman Street, Assessor's Block 5715, Lot 014, San Francisco, CA.**

(Explanatory Documents: Nomination Form, Committee and Staff Evaluation Forms, Written Summary, Tree Images, Arborist Report)

This agenda item was announced but not heard as the nomination was withdrawn by the applicant.

7. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. (Explanatory Documents: Presentations) (Informational Presentations and Discussion)

Presentations were heard on the mature and historic tree stands Best Management Practices and Council Members held a discussion. Presentation speakers included:

San Francisco Fire Department, Michie Wong on "Earth, Wind and Fog--Urban Forest Defensible Space. 2013 California Fire Code, California Code of Regulations Title 19"

San Francisco Forest Alliance Representative, Dee Seligman on "Recommendations for Urban Forests in Natural Areas."

Cal-IPC: Doug Johnson on "Urban Trees and Invasive Plants"

Hills Conservation Network, Dan Grassetti, on issues of fire and widespread destruction of trees.

UC Cooperative Extension, Igor Lacan on "Aging and Historic Tree Stands"

UC Berkeley: Professor Emeritus Joe McBride on "Values of Older Forest Stands."

UCSF, Director UCSF Campus Life Services, Maric Mann on "Mount Sutro Open Space Reserve Operations and Maintenance of Forests"

Public Comment:

Ms. Caroline Johnston, San Francisco Forest Alliance, discussed the importance of having clear goals to guide the management of the urban forest and spoke in opposition to what she stated is the Significant Natural Resource Areas Management Plan (SNRAMP) goals for native plant restoration. She stated that native plant restoration is a worthwhile goal but not in urban forests, and suggested that SNRAMP should manage the areas that are not currently forested.

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Public Comment:

Ms. Dee Seligman suggested making the data in the Annual Report more intelligible for the average person in San Francisco by creating a chart that indicates last years' increases and decreases of trees planted and removed along with percentages instead of having numbers in two different locations.

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11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion). There were no Chair's announcements made at this time.

12. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member John Leffingwell reported on his work with the Forest Service and potential partnership to update data for the Tree Assessment of Urban Benefits from the street trees in San Francisco. He invited Council Members to attend the next meeting scheduled for October 3.

13. **New Business/Future Agenda Items.** (Information and Discussion) No new business or future agenda items were heard at this time.

14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

    Mr. Peter Brastow, Biodiversity Coordinator, Department of the Environment stated that he would be interested in speaking to the Council about the complement of indigenous biological diversity in San Francisco, eucalyptus trees, and future goals.

15. **Adjournment.** The Urban Forestry Council meeting adjourned at 10:45 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, October 28, 2014 at 6:30 p.m., City Hall, Room 416, San Francisco, CA 94102.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Commission Secretary

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Approved: December 12, 2014

SF Environment

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EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

10-23-14A11:35 RCVD

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URBAN FORESTRY COUNCIL

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Notice of Regular Meeting and Agenda
Tuesday, October 28, 2014, 6:00 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, Sandy Sherwin, Andrew Sullivan, Michael Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Yolanda Manzone, (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

Order of Business

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the September 26, 2014 Urban Forestry Council Meeting.** (Explanatory Document: September 26, 2014 Draft Minutes) (Discussion and Action)
3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
4. **Better Market Street Project.** The Council will hear a presentation on the Better Market Street project. Presenter: Simon Bertrang, Project Manager, Better Market Street Project (Informational Presentation and Discussion)
5. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. (Informational Presentations and Discussion)
6. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

7. **Staff Report.** (Informational Report and Discussion)
8. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
9. **Urban Forestry Council Member Announcements.** (Information and Discussion)
10. **New Business/Future Agenda Items.** (Information and Discussion)
11. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
12. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, December 12, 2014 at 8:30 a.m., City Hall, Room 400, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Language Access

Language Assistance: To request an interpreter for a specific item during the meeting, please contact the Commission Secretary, Monica Fish, at (415) 355-3709 or Monica.Fish@sfgov.org at least 48 hours in advance of the hearing.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: October 23, 2014

SF Environment
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EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

SAN FRANCISCO
URBAN FORESTRY COUNCIL

CANCELLED MEETING NOTICE
TUESDAY, OCTOBER 28, 2014, 6:00 P.M.

ROOM 416, CITY HALL
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA 94102

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10/28/14
cancelled

The Urban Forestry Council's Regular Meeting of Tuesday, October 28. 2014, at 6:00 p.m. has been **CANCELLED due to a lack of quorum.** The next regular meeting is scheduled for **Friday, December 12, 2014 at 8:30 a.m.** and will be held at City Hall, Room 400, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas.

Posted: October 27, 2014

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SF Environment

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Mayor

DEBORAH O. RAPHAEL
Director

CITY AND COUNTY OF SAN FRANCISCO
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Notice of Regular Meeting and Agenda
Friday, December 12, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, Sandy Sherwin, Andrew Sullivan, Michael Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Yolanda Manzone, (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Port (Vacant); Golden Gate National Recreation Area (Vacant)

Public comment will be taken before the Council takes action on any item.

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4. **Better Market Street Project.** The Council will hear a presentation on the Better Market Street project. Presenter: Simon Bertrang, Project Manager, Better Market Street Project (Informational Presentation and Discussion) **This item will not be heard and will be continued to the Call of the Chair.**
5. **Van Ness Bus Rapid Transit (BRT) Tree Selection.** Speaker: Martha Ketterer, Department of Public Works Landscape Architect. The Council will hear a presentation on the Van Ness BRT tree selection process. (Informational Presentation and Discussion)
6. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. (Informational Presentations and Discussion)

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org 100% Post-Consumer Recycled Paper

7. **Planning Commission Approval of Urban Forest Plan.** The Council will hold a brief discussion of the Planning Commission adoption hearing on November 20, 2014 and next steps. (Discussion)
8. **Review and Approval of Urban Forestry Council Draft Resolution 2014-08-UFC Commending Member Emeritus Mike Barrow for his Service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution) (Discussion and Action)
9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report.
   Funding Committee. Chair's Report
   Landmark Tree Ad Hoc Committee. Chair's Report.
10. **Staff Report.** (Informational Report and Discussion)
11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion)
12. **Urban Forestry Council Member Announcements**. (Information and Discussion)
13. **New Business/Future Agenda Items.** (Information and Discussion)
14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
15. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Friday, January 23, 2015 at 8:30 a.m., City Hall, Room 400, San Francisco, CA 94102.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:
1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Language Access

Language Assistance: To request an interpreter for a specific item during the meeting, please contact the Commission Secretary, Monica Fish, at (415) 355-3709 or Monica.Fish@sfgov.org at least 48 hours in advance of the hearing.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments with the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Posted: December 4, 2014

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL

APPROVED MINUTES
Friday, December 12, 2014, 8:30 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, John Leffingwell, Sandy Sherwin, Andrew Sullivan, Michael Sullivan, and Jon Swae (San Francisco Planning Department). Advisory Members: Yolanda Manzone, (San Francisco Public Utilities Commission); Phil Ginsburg/Ana Alvarez/Lisa Wayne (San Francisco Recreation and Park Department); San Francisco Redevelopment Agency (Vacant); Golden Gate National Recreation Area (Vacant)

Order of Business

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 8:32 a.m. Present: Council Members Flanagan, Short, Alvarez, Hillan, Hillson, Kida, Leffingwell, Manzone, Sherwin, A. Sullivan, M. Sullivan, and Swae.

2. **Adoption of Minutes of the September 26, 2014 Urban Forestry Council Meeting.** (Explanatory Document: September 26, 2014 Approved Minutes) (Discussion and Action) Upon Motion by Chair Flanagan, second by Member Hillson, the September 26, 2014 Draft Minutes were adopted with a correction (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sherwin, M. Sullivan, and Swae; Absent: Member A. Sullivan).

3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

4. **Better Market Street Project.** The Council will hear a presentation on the Better Market Street project. Presenter: Simon Bertrang, Project Manager, Better Market Street Project (Informational Presentation and Discussion) This item was not heard and Continued to the Call of the Chair.

5. **Van Ness Bus Rapid Transit (BRT) Tree Selection.** Speaker: Martha Ketterer, Department of Public Works Landscape Architect. The Council will hear a presentation on the Van Ness BRT tree selection process. (Explanatory Document: Van Ness BRT Presentation) (Informational Presentation and Discussion)

Department of Public Works Landscape Architect Martha Ketterer presented an overview of the Van Ness Bus Rapid Transit System project reporting on Van Ness Avenue history and present day, Van Ness BRT project center median selection, urban design elements, existing median trees and trees to be removed, replaced and saved, the tree selection process, and project timeline.

Council members and Ms. Ketterer discussed plans for soil environment preparation to ensure success of trees to be planted, median tree species selection and planting size, tree selection, ecological/habitat value, the value of trees in offsetting carbon emissions, stormwater projects, California Environmental Quality Act considerations, and sidewalk tree considerations. Council Chair Flanagan requested a meeting with Ms. Ketterer to provide suggestions for tree selection. Council Member Alvarez requested that the meeting include a discussion on selection of a location for the Rosa Parks landmark tree.

Public Comment: Mr. Eric Brooks, Sustainability Chair, San Francisco Green Party; Our City, spoke in support of the Van Ness BRT project. He asked that palms not be included in tree selection and suggested planting Lagunaria as a way to increase the aesthetic value of Van Ness Avenue, public appreciation, and habitat value. He spoke of the importance of preserving the Rosa Parks landmark tree and locating the tree to a neighborhood with cultural sensitivity and in a location where the tree would have meaning. Mr. Brooks discussed the negative carbon effects that the project would have initially that would be mitigated if the project were to encourage people out of cars.

6. **Mature and Historic Tree Stands Best Management Practices Listening Series.** Council members will be hearing from urban forest managers and stakeholders on consideration of Best Management Practices to improve the health of San Francisco's mature and historic tree stands. (Explanatory Documents: Best Management Practices Presentations) (Informational Presentations and Discussion)

Mr. Robert Bakewell, Founder, Friends of the Oak Woodlands, presented on the historic oak woodlands grove in Golden Gate Park that have been located in the area since 1879. He reported on the value of the Significant Natural Resources Area Management Plan (SNRAMP) that guides the stewardship and best management practices of the grove and area surrounding the grove in front of the Conservatory of Flowers. Mr. Bakewell discussed infrastructure, social and planting problems that existed in the area and stewardship work accomplished and in progress to manage the historic woodlands, planting of native species, restoration, creating trail access, and increasing habitat diversity. (Reference Presentation)

Mr. Eric Brooks, Sustainability Chair, San Francisco Green Party, discussed his expertise in maintenance and restoration of forests and forest eco systems. He spoke in opposition to what he believes to be City and Natural Areas Program policies to clear cut trees and apply herbicides to restore previous habitats instead of utilizing urban forest stewardship programs to preserve forests, biodiversity, and endangered species from extinction. Mr. Brooks discussed similarities between the eugenics movement that resulted in a mass sterilization of people throughout the country with the invasive biology mentality applied to trees, plants and wildlife. He discussed how clear cutting trees creates more carbon dioxide in the atmosphere and the threat imposed by climate change to biodiversity. Mr. Brooks referenced a Science Daily article "Presence of Wolves Allow Aspen Recovery in Yellowstone."

Mr. Peter Brastow, Department of the Environment Biodiversity Coordinator, presented on the natural environmental context of San Francisco's urban forest, discussing his job to convene everyone to save San Francisco's natural heritage and indigenous habitats and to introduce nature into the urban environment. He reported on San Francisco's urban forest and the importance of trees, grass and scrub to the city's current landscape and natural areas. Mr. Brastow discussed the incredible biodiversity in San Francisco and the endangered species that are located here. He discussed the Urban Forest Plan's vision to green the intersection of 101 and 280, California geology, and the importance of preservation and stewardship restoration efforts to save the natural ecology of San Francisco. (Reference Presentation)

Ms. Lisa Wayne, Open Space Manager, San Francisco Recreation and Park Department Natural Areas Program Manager presented on forestry recommendations in the Significant Natural Resource Areas Management Plan (SNRAMP). Topics of discussion included SNRAMP history, natural and significant natural resource areas, biodiversity objectives, trees and urban forest values, natural areas tree/forest facts, condition and impacts of blue gum eucalyptus in natural areas, summary of Plan actions by area, trees and forestry recommendations, and the Environmental Impact Report assessment process. (Reference Presentation)

Mr. Josiah Clark, Consulting Ecologist, presented on San Francisco's mature and historic tree stands and the question of what San Francisco is managing for. Topics of discussion included prioritizing preservation efforts, local regional native woodland types, target species for San Francisco's urban parks, perception of nature and biological diversity, structural diversity as a habitat resource, preserving and maximizing biodiversity at the forest edge, native tree diversity, identifying and maximizing riparian conditions, diversifying plantings to maximize biodiversity and breeding sites and in San Francisco's mature and historic tree stands. (Reference Presentation)

Mr. Mike Vasey, Professor of Conservation Biology, San Francisco State University, discussed the concept of adaptive management, a key part of the SNRAMP. He discussed San Francisco's inverted landscape and as a biodiversity hotspot consisting of many unusual species that are restrictive to the coast and are only found on certain kinds of soils. Mr. Vasey discussed the influence of fog and the marine layer on chaparral on the coast and the importance of fog to vegetation on the coast. He reported that trees are a dominant aspect of natural areas that did not exist in San Francisco before and spoke of the ancillary impacts that trees may pose such as the potential for fog diminishing along the coast, a drying climate, and fire risks. He discussed the dependence of habitat on grasslands and scrub. Mr. Vasey discussed the need to try to protect and expand natural areas as a way to protect the legacy of San Francisco and urged decision makers to support the SNRAMP.

Mr. Jake Sigg, California Native Plant Society, Yerba Buena Chapter, complete excerpt as provided by Mr. Sigg: Before talking about CNPS concerns, a personal note. Discussion of Tasmanian blue gum seems to set people off; there are many who love it and many who hate it. I am personally deeply enamored of it, as well as the ribbon gum--and I have been defending and promoting them for decades. It is a tree that enhances our maintained parks, a tree that is unfamiliar to many visitors. Wm Hammond Hall, in setting the design and philosophy for GGP, took note of the advantages of our climate vs that obtaining in most sections of the country and pronounced it a climate that favored evergreen over deciduous plants. Visitors to the city, who may enjoy the brilliant autumn color of deciduous trees at home, may marvel at these unfamiliar grand creations. The eastern end of GGP and the Panhandle is where Hall started planting the

Park, so that is where we have our oldest and grandest trees. The City should be singling out this area as a special arboretum for heritage trees.

But those trees are nearing the end of their lives, and they are no longer being planted, so that in two or three decades there will be few if any, a fact that makes me very sad. Speaking of the blue gums and ribbon gums, there are no other trees that combine their enormous size and brute strength with grace, apparent fragility, and clean, sensuous lines. We don't sufficiently appreciate them. If they were in a museum with a frame around them, they would be fawned over. I have urged RecPark to begin planting replacement trees, looking to the day when the present patriarchs are gone.

Putting on CNPS hat: I felt it necessary to make clear my personal feelings about the tree that is causing dissension. It clearly has a place in our developed parks, where it cannot create problems. The situation in a developed park is different from a wild area, which is dependent on natural factors. In 1990, long before the City established its Natural Areas Program, I talked to the MPIC regarding the deteriorating situation of the Mt Davidson eucalyptus plantation, which I loved and wanted to see saved. As a gardener, it was apparent to me that the domination of the understory by three plants was displacing the native plant understory that provided diversity and wildlife habitat and replacing it with aggressive invasives with little to no wildlife value: English ivy, Himalayan blackberry, and Cape ivy (not a true ivy, but a viny member of the sunflower family). To boot, the English ivy was climbing the trees, and I could see where the situation was heading. It was this situation that I tried calling attention to; I did not ask for removal of any trees, merely to manage the understory for diversity.

A quarter of a century later, that simple remedy will no longer suffice, as the deterioration has now reached a crisis. Ivy has climbed 150-200' into the crowns of large numbers of trees, competing for light, which the trees must have to produce energy. Some trees have already died from this cause, others will soon, and other have been toppled by the sheer weight of ivy (which must weigh several tons). The plantation has evolved into a chaotic mess, and it is trending to becoming of little use to humans or wildlife. The remedy becomes more costly the longer it is delayed: hundreds of trees and acres of blackberry and ivy need to be removed and disposed of. Bear in mind that there are an estimated 11,000 trees on the mountain, so a few hundred will not be very noticeable. The time has passed when we can ignore this deteriorating and dangerous situation.

Summer hikers on Mt Sutro or Mt Davidson often encounter wet, mucky trails and streams from fog drip. Suggest the possibility of fire in such a place and you meet with laughter and derision. Yet the summer and autumn we just passed through was a very dangerous time in San Francisco. The blue gum evolved in a year-round rainfall regime, and it is unaccustomed to dry summers. Three dry years in a row created a potentially catastrophic situation of dying trees and years of accumulation of dry fuel. All the ingredients were there except a spark to ignite. Fortunately, we got to the rainy season without this happening.

That does not mean the danger is over. Trees benefitting from fog drip--on the west sides of Mt Sutro and Mt Davidson--although stressed by the drought, survived in reasonable shape. Those deeper into the plantation and not directly exposed to the wet fogs--in effect in the "fog shadow"--endured prolonged stress from the dry conditions. Many of them are dead now and others will be dying, as their root systems were weakened and their stored energy was depleted. Not many trees died in the short but intense drought season of 1976-77; however, there was a

delayed reaction and many died in the following two years. Expect worse--because of the three-year drought--in the coming year.

We can no longer ignore this evolving catastrophe. We are now beginning to see the difference between a forest and a plantation. The latter has not stood the tests of time, as the planted groves are only a little over a century old. The situation requires adaptive management, as drier areas of the city--for example, Glen Canyon, McLaren Park, Yerba Buena Island, and Bayview Hill--are proving uncongenial to this exotic tree. The draft Significant Natural Resource Areas Management Plan covers much of what needs to be done. However, it was drafted many years ago. In the meantime, the plants burgeoned while the Plan remained unchanged: it is therefore out of date. Because of the delays in adopting the Plan, it is too conservative and therefore will leave many problems unaddressed that it should address.

The expense of cleaning up the developing mess will be enormous and beyond the City's ability to fund, so will require FEMA money. FEMA does not dispense funds without a plan; we hope that the City will have a plan soon.

Ms. Ruth Gravanis, Alliance for Natural Areas, presented on maximizing the benefits of historic tree stands discussing the benefits of Blue Gum trees that are a part of historic tree stands in Glen Canyon Park. She urged the endorsement of the SNRAMP that provides Best Management Practices of these tree stands and to increase public education to address misconceptions of elements of the plan. Ms. Gravanis discussed the benefits that the SNRAMP would provide to the public and wildlife. (Reference Presentation)

Council Members held a discussion with presenters on Best Management Practices.

Public Comment:

Ms. Dee Seligman referred to a classic forestry textbook, *Ecology and Silviculture of Eucalyptus Forests,* that states that thinning only benefits eucalyptus under 15 years of age. Thinning older trees, such as Mt. Davidson and Mt. Sutro's 120 year-old eucalyptus trees would send them into sharp decline because of intergrafted roots and wind protection interdependence. Additionally, *The California Forestry Handbook* of the CA Dept. of Forestry indicates all trees should be thinned early and regularly because it is "expensive, slow, hard work." Thinning is not usually done unless there is an economically viable commercial product. Dr. Joe R. McBride, a local eucalyptus expert who wrote a management plan for the Presidio's eucalyptus plantations and 14 reports on Bay Area eucalyptus for CA Dept of Parks and Recreation, advises decisions should be made park-by-park. He urges us to figure out what our goal is before deciding how to manage a forest, since ecosystem function is different than a production forest. We know that *"blue gums are biomass machines"* for storing carbon.

Mr. Paul Rotter discussed the reduction of eucalyptus trees on Tank Hill 20 years ago and the request made by neighbors to halt tree removal on Tank Hill until more native trees are planted and reach a sustainable condition. He reported that hardly any of these trees remain. He discussed the planting of non-native tree seedlings by the Nature Conservancy in Minnesota in an area with a warm and drier climate and how well they are doing. Mr. Rotter discussed the dangers imposed by climate change issues and urged that any discussion of an Urban Forest Master Plan should be done in the shadow of a changing climate. Mr. Rotter urged the Council

to ask the Board of Supervisors for an improved brief of the Urban Forest Plan so issues could be addressed in a more scientific manner.

Ms. Rupa Bose stated that there used to be a theory that eucalyptus trees had a 120 year life span, but that current research shows they have a 300 to 500 year life span. She stated that the eucalyptus trees in question are relatively young and healthy. Ms. Bose referenced the Hort Science report that shows that almost 80 percent of the eucalyptus trees on Mt. Davidson are in fair to poor condition. She pointed out that the report references a small sampling of trees at the edge of the forest that is not representative of all of the trees in the area. Ms. Bose stated that a tree in fair condition is fine in a forest that is supposed to have trees in a variety of conditions. She pointed out that the dead trees on Mt. Davidson were found to be girdled due to anti eucalyptus tree activism. She spoke of the adaptive nature of eucalyptus to a dry climate.

Mr. Joshua Arce, Commission on the Environment President, thanked the Council and relevant agencies for their work on Best Management Practices. He reported on public comment received at the Commission on the Environment and Policy Committee asking that there be an action taken to reconsider plans for removal of trees. He spoke of his background as a Civil Rights Attorney and discussed the lens in which communities of color receive and process this information. Mr. Arce stated that eucalyptus trees are known to provide a good source of carbon sequestration and discussed the negative aspects that removal would have on climate change. He suggested that plans be reconsidered and that only dangerous trees be removed and to repair those that are in fair or poor condition.

Council Secretary Monica Fish read public comment into the record by Ms. Linda Shaffer, Vice President, California Native Plant Society, urging that recommendations contained in Recreation and Park Department's Significant Natural Resource Areas Management Plan for best management practices for mature and historic tree stands in parks and open spaces be included and that Council Members watch *Becoming California*, a recently released documentary produced for PBS at Sacramento State in which the concept of cutting some trees in a tree stand to make the rest of the trees healthier is directly addressed (Reference Public Comment Linda Shaffer).

Ms. Mary McAllister suggested that the Council visit forest areas managed by the Natural Areas Program such as Pine Lake and Stern Grove before endorsing a management practice that has not been successful. She discussed the destruction in these areas for the purpose of providing more light for native plants. Ms. McAllister stated that many of the native trees that were planted did not survive because they will not grow on hills where most natural areas are and because they require more water than the trees that were destroyed, do not tolerate wind, and the soil will not support the trees.

Ms. Anastasia Glikshtern, spoke in opposition to the Natural Areas Program and Significant Natural Resources Area Management Plan. She provided pictures from 1942 of a Mount Davidson landslide that was caused due to removal of trees and vegetation. Ms. Glikshtern discussed the clear cutting plan for Mt. Davidson in the MA1 area to plant California Huckleberry which grows everywhere.

Mr. Richard Drexler discussed information that can be attained from reports made by birders of bird populations that are contrary to what is contained in the SNAMP and discussions presented

today. He suggested that these reports be referenced as a way to generate public policy, stating that the data shows that we are in a better situation than we think we are in.

7. **Planning Commission Approval of Urban Forest Plan.** The Council will hold a brief discussion of the Planning Commission adoption hearing on November 20, 2014 and next steps. (Discussion)

   Council Member Jon Swae reported that the Planning Commission adopted the Urban Forest Plan on November 20, 2014, and as a condition of approval, recommended that a glossary be added, which has been included. He reported that an Ordinance for amendment to the General Plan was forwarded to the Board of Supervisors, and a hearing would be held in mid-January, date to be determined.

8. **Review and Approval of Urban Forestry Council Draft Resolution 2014-08-UFC Commending Member Emeritus Mike Barrow for his Service to the Urban Forestry Council.** (Explanatory Document: Approved Resolution) (Discussion and Action)

   Council Coordinator Mei Ling Hui read the Resolution commending Council Member Emeritus Mike Barrow into the record. Council Member Emeritus Barrow thanked the Council, discussed the positive contribution made by the Council to the community, and potential for future contributions. Upon Motion by Chair Flanagan, second by Member Sherwin, the Resolution was approved (AYES: Members Flanagan, Short, Hillan, Hillson, Kida, Leffingwell, Sherwin, A. Sullivan, M. Sullivan, and Swae; Noes: None; Absent: None).

9. **Committee Reports:** (Informational Reports and Discussion)
   Planning & Policy Committee. Chair's Report. Committee Chair Andrew Sullivan reported on Committee plans to synthesize the Best Management Practices listening series for Council review and idea of combining the Planning and Funding Committees that would be discussed at the next Committee meeting. Committee Member Leffingwell reported on meetings held with the Forest Service to discuss Urban Forest Master Plan obstacles and opportunities in San Francisco and opportunities for ongoing collaboration.
   Funding Committee. Chair's Report. No Funding Committee report was issued at this time.

   Landmark Tree Ad Hoc Committee. Chair's Report. Committee Chair Hillson reported on the withdrawal of a nomination for a landmark tree and asked for an update on whether landmark tree markers will be discussed at a potential January 8 Committee meeting.

10. **Staff Report.** (Informational Report and Discussion) Council Coordinator Mei Ling Hui reported on her vacation schedule. Chair Flanagan requested that a meeting be scheduled with Van Ness BRT staff.

11. **Chair's Announcements**: Chair, Urban Forestry Council (Information and Discussion) There were no Chair's announcement made at this time.

12. **Urban Forestry Council Member Announcements.** (Information and Discussion) Member Alvarez congratulated Council Secretary Fish for her commendation by Local 261 for her service to the City and County of San Francisco and Council Coordinator Hui's certification for Sustainable Landscape Design and Maintenance by the Bay Friendly Coalition.

13. **New Business/Future Agenda Items.** (Information and Discussion) Chair Flanagan suggested that the Council work on identifying Best Management Practices at future meetings. Committee Member Alvarez asked that departments that are responsible for trees report on the loss of trees caused by the recent storm and their plans to proactively manage trees due to increased storms caused by climate change. Member Michael Sullivan suggested that the Council work on creating a list of introductory tree species that will thrive in San Francisco open space areas and increase the diversity of tree species. Chair Flanagan suggested a discussion of this issue at the next Planning and Policy Committee meeting.

14. **Public Comment**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.

15. **Adjournment**. The Urban Forestry Council meeting adjourned at 11:45 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, January 23, 2015 at 8:30 a.m., City Hall, Room 400, San Francisco, CA 94102.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas as attachments with each agenda or meeting minutes. Meeting audios can be accessed at the following weblink https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios.

Respectfully submitted by Monica Fish, Commission Secretary
Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

Approved: January 23, 2015

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